



Ontario

**Ministry of Labour
Annual Report
1986/87**

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**Ministry of Labour
Annual Report
1986/87**

**Fiscal year ending
March 31, 1987**

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Ontario
Ministry of
Labour

Ministère
du Travail
de l'Ontario

Office
of the
Minister

Bureau
du
Ministre

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Toronto, Ontario
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September, 1987

His Honour
The Lieutenant-Governor in Council

May it please Your Honour:

I have the privilege of presenting the 68th annual report of the Ontario Ministry of Labour. The report covers the financial year ending March 31, 1987.

While there was significant activity in all areas of the Ministry's workplace mandate during the year, the most highly concentrated advances were made in the field of occupational health and safety.

The government played a central role in consummating the new national consensus on the worker's right to know about workplace hazards.

It engaged in a wide-ranging program of regulatory reform that included new and comprehensive protections against hazardous chemical agents and biological materials.

It introduced the first broadly-based revision of the Occupational Health and Safety Act in almost a decade and it significantly increased the resources dedicated to workplace health and safety.

It sustained a high level of policy-development activity in a number of areas of the mandate and the results of that activity began to manifest themselves as fiscal year 1986-87 drew to a close.

All in all, it was a productive and successful year. The staff of the Ministry made an outstanding contribution to that success. I wish to acknowledge this contribution and express my gratitude for it.

The Honourable William Wrye
Minister



**Ontario
Ministry of
Labour**

**Ministère
du Travail
de l'Ontario**

Office of the
Deputy Minister

Bureau du
sous-ministre

400 University Avenue
Toronto, Ontario
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September, 1987

The Honourable William Wrye
Minister of Labour

Dear Mr. Wrye:

I am pleased to submit for your consideration the annual report of the Ontario Ministry of Labour for the 1986-87 financial year.

Much was accomplished during the year, under unusually challenging circumstances, and that accomplishment stands as a tribute to the professionalism of the staff of the ministry.

Respectfully submitted

Glenn R. Thompson
Deputy Minister



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Acts Administered

	Administered By
Crown Employees Collective Bargaining Act	Crown Employees Grievance Settlement Board and Ontario Public Service Labour Relations Tribunal
Employment Agencies Act	Employment Standards
Employment Standards Act	Employment Standards
Government Contracts Hours and Wages Act	Employment Standards
Hospital Labour Disputes Arbitration Act	Office of Arbitration
Human Rights Code, 1981	Human Rights Commission
Industrial Standards Act	Employment Standards
Labour Relations Act	Labour Relations Board
Ministry of Labour Act	Main Office
Occupational Health and Safety Act	Occupational Health and Safety Division
One Day's Rest in Seven Act	Employment Standards
Rights of Labour Act	Main Office
Workers' Compensation Act	Workers' Compensation Board
Workers' Compensation Insurance Act	Workers' Compensation Board
Blind Workmen's Compensation Act	Workers' Compensation Board

Some Facts and Figures on the 1986/87 Year *

Expenditures	\$97.1 million
Number of Staff positions at March 31, 1987	1,678

Industrial Relations

Conciliations Undertaken	3,997
Number of Employees Affected	386,805

Mediations Undertaken Where No Work Stoppage was Involved	814
Number of Employees Affected	146,127

Mediations Undertaken Where Work Stoppage was Involved	295
Number of Employees Affected	48,388

Employment Standards

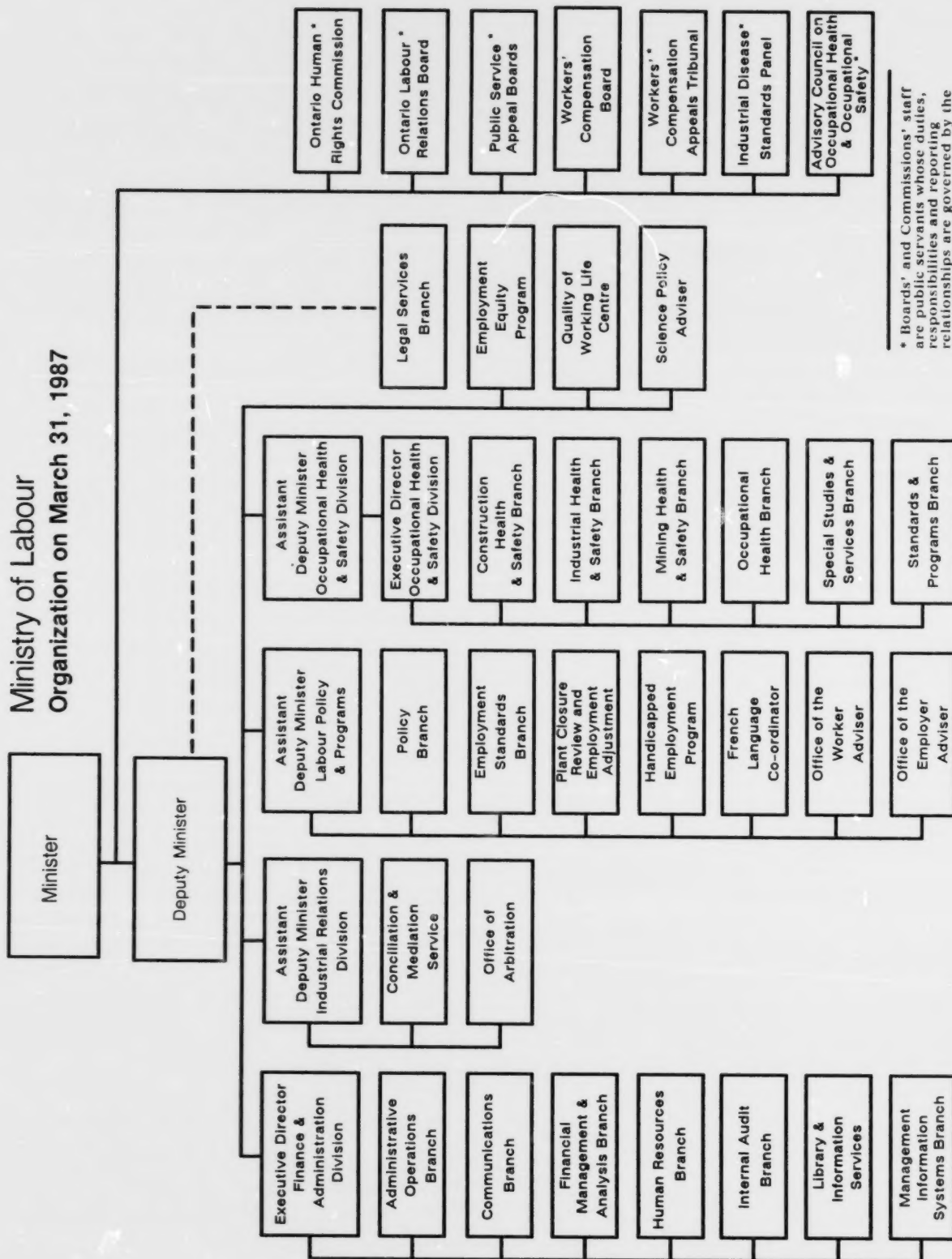
Number of Collections Made On Behalf of Employees	11,483
Number of Employees Benefited	22,334
Amount Collected	\$10.5 million
Inquiries Handled	874,531

Occupational Health and Safety

Inspections Conducted	80,835
Orders Issued	65,730
Stop-work Orders Issued	2,558
Prosecutions Undertaken	481
Chest X-Rays Conducted	26,254
Pulmonary Function Tests Performed	24,577
Laboratory Analyses Done	88,614

* The provincial laws administered by the Ontario Ministry of Labour and the agencies, boards and commissions that report to the Legislative Assembly through the Minister of Labour, cover approximately 3.6 million workers at approximately 230,000 workplaces in Ontario. Federal law covers the approximately 400,000 workers in Ontario who work in federally-regulated sectors.

Ministry of Labour Organization on March 31, 1987



* Boards' and Commissions' staff are public servants whose duties, responsibilities and reporting relationships are governed by the Public Service Act.

Industrial Relations Division

L.V. Pathe

Assistant Deputy Minister

The role of the Industrial Relations Division is to promote harmonious relations between employers and employees in order to help ensure a stable labour relations climate in the province by:

Encouraging effective bargaining as contemplated by the *Labour Relations Act*

Promoting peaceful settlements through conciliation and mediation services

Providing, where necessary, preventive mediation assistance to labour and management during the term of a collective agreement

Facilitating the processes of grievance and interest arbitration in accordance with the intention of the *Labour Relations Act* and the *Hospital Labour Disputes Arbitration Act*

Collecting and analysing collective bargaining information for the use of the ministry and the industrial relations community.

The objective is pursued through Program Administration, the Research and Analysis Unit, the Ontario Conciliation and Mediation Service and the Office of Arbitration.

The assistant deputy minister is responsible for directing and co-ordinating the activities of the Industrial Relations Division.

Construction Industry Advisory Board

The Construction Industry Advisory Board has been established to advise the minister of issues of common concern to labour and management in the construction industry.

Research and Analysis Unit

L. Haywood

Chief Economist

The Research and Analysis Unit is responsible for research and information activities in the area of labour relations and collective bargaining, including operation of the Collective Agreements Library. It also supplies the Ontario Labour Relations Board and the Ontario Conciliation and Mediation Service with information on their case activities and with the statistical analyses necessary for them to evaluate their operations.

In 1986/87 the unit:

Monitored an average of 350 board cases and 400 Conciliation and Mediation Services cases per month in order to collect and process information on a wide range of aspects

Monitored approximately 300 work stoppages

Helped over 5,000 visitors to obtain information from the 9,500 agreements on file in the Collective Agreements Library

Answered more than 4,600 telephone requests for information

Published the following:

- 'Collective Bargaining Settlements and Negotiations in Ontario' (monthly)
- 'Wage Developments in Collective Bargaining Settlements in Ontario' (quarterly)
- 'Collective Agreements Expirations' (annually).

Mediators played a preventive role in 75 cases in 1986/87, compared to 142 cases in 1985/86

The branch introduced computers to improve its case management system and daily file processing system.

Ontario Conciliation and Mediation Service

Trevor Stevenson*
Director

Harry Sparling
Associate Director,
Technical Service

The goal of the Ontario Conciliation and Mediation Service, which operates under the *Labour Relations Act*, is to foster harmonious labour relations by promoting peaceful settlements of collective bargaining disputes through conciliation and mediation and by providing preventive mediation assistance to labour and management during the term of a collective agreement.

In 1986/87:

Conciliation officers disposed of 3,360 assignments, an increase of 23 per cent over the previous year's disposition

637 cases were being dealt with by officers, compared to 745 in 1985/86

Negotiating parties reached agreement on 856 of the cases that were disposed of although 239 of them involved a work stoppage

* *Trevor Stevenson was appointed director on June 2/86.*

Conciliation Applications Dealt with Under the Ontario Labour Relations Act,

	1986/87		1985/86	
	Disputes	Employees	Disputes	Employees
Assignments Received by Officers	3,997	386,805	3,475	394,691
Carried from Previous Year	745	64,940	749	85,651
Assigned to Officer During Year	3,252	321,865	2,726	309,040
Assignments Disposed of by Officers	3,360	321,374	2,730	329,751
Settled by Officer				
Construction	202	8,710	31	216
Non-construction	834	60,040	834	63,238
No board				
Construction	720	87,165	339	6,897
Non-construction	1,359	140,089	1,329	246,479
Referred to Conciliation Board				
Construction	0	0	0	0
Non-construction	0	0	0	0
Lapsed or Withdrawn				
Construction	57	3,024	17	515
Non-construction	188	22,346	180	12,406
Assignments Pending at March 31	637	65,431	745	64,940

Preventive Mediation Activity

	1986/87		1985/86	
	Situations	Employees	Situations	Employees
Assignments Received by Officers	184	31,977	211	45,649
Carried from Previous Year	109	24,756	69	13,411
Assigned to Officers During Year	75	7,221	142	32,238
Assignments Disposed of by Officers	89	11,463	102	20,893
Assignments Pending at March 31	95	20,514	109	24,756

1986/87

1985/86

	Total			No Work Stoppage Involved			Work Stoppage Involved			Total			No Work Stoppage Involved			Work Stoppage Involved		
	Disputes	Employees		Disputes	Employees		Disputes	Employees		Disputes	Employees		Disputes	Employees		Disputes	Employees	
Assignments Received by Officers	1,109	194,515		814	146,127		295	48,388		1,180	186,221		885	130,428		295	55,793	
Carried Over From Previous Years	121	10,535		91	8,881		30	1,654		200	32,968		125	24,232		75	8,736	
Assigned to Officers During Year	988	183,980		723	137,246		265	46,734		980	153,253		760	106,196		220	47,057	
Assignments Disposed of by Officers	904	181,693		655	137,248		249	44,445		1,059	175,686		794	121,547		265	54,139	
Settled During Mediation	697	154,059		515	119,420		182	34,639		716	105,949		546	82,337		170	23,612	
Settled Following Mediation	159	25,669		102	16,403		57	9,266		307	36,628		229	21,811		78	14,817	
Assistance Arbitration	15	758		11	475		4	283		6	31,900		5	16,900		1	15,000	
Lapsed	28	997		24	813		4	184		19	820		10	358		9	462	
Closed by Mediator, No Further Action by Parties	5	210		3	137		2	73		11	389		4	141		7	248	

205	12,822	159	8,879	46	3,943	121	10,535	91	8,881	30	1,654
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Occupational Health and Safety Advisory Service

Ian J. M. Carruthers *
Manager

The Occupational Health and Safety Advisory Service assists the minister in the matter of disputes concerning joint health and safety committees under Section 8(14) of the *Occupational Health and Safety Act*.

The service also receives requests for assistance from the workplace parties and the inspectorate branches of the Occupational Health and Safety Division.

In the role of a neutral third party, the adviser assists to resolve labour relations and health and safety disputes and to form or establish joint health and safety committees and health and safety programs. Terms of reference for the structure and functioning of committees are jointly developed and agreed upon. Participants in the program usually attend seminars designed to build teamwork, self-reliance and harmonious relationships within the group. Joint training with regard to the *Occupational Health and Safety Act* is also provided.

Caseload	1986/87	1985/86
Cases Handled by Advisers	82	73
Carried Over from Previous Year	11	37
Cases Received and Completed	44	25
Cases Active at Year End	27	11

* Ian Carruthers was appointed manager on June 20, 1986.

Office of Arbitration

Jean M. Read
Director

The Office of Arbitration assists the minister in carrying out his statutory responsibilities for constituting boards of arbitration and appointing single arbitrators under the *Labour Relations Act* and the *Hospital Labour Disputes Arbitration Act*. The office is responsible for processing requests from employers and trade unions for the appointment of arbitrators and nominees to boards of arbitration. This involves identifying individuals qualified to act under ministerial appointment, providing administrative services to arbitrators, monitoring the progress of arbitration proceedings and cataloguing arbitration awards for public availability. In association with the Minister of Labour's Labour-Management Advisory Committee, which advises the minister on matters pertaining to arbitration, the office maintains a roster of arbitrators and is actively involved in the training of prospective arbitrators. Through its staff of grievance settlement officers, the Office of Arbitration also provides labour and management with grievance mediation assistance.

The Office of Arbitration also has responsibility for co-ordinating appeals under the *Employment Standards Act* and boards of inquiry pursuant to the *Human Rights Code*.

The Office of Arbitration's activities in 1986/87 included:

The appointment by the minister, under section 40 (a) of the *Labour Relations Act*, of one nominee to represent an employer on a board of arbitration at the request of a trade

union attempting to establish a new collective agreement

The appointment, under section 44 of the *Labour Relations Act*, of 381 arbitrators for parties experiencing difficulty establishing a board of arbitration under the terms of a collective agreement

Supplying lists of five arbitrators at the request of parties to assist them to reach mutual agreement in the appointment of an arbitrator on 462 occasions under the *Labour Relations Act*

The appointment of 14 nominees to represent the other side on a board of arbitration at the request of parties to a dispute

Providing services of grievance settlement officers to parties proceeding to arbitration under their collective agreement in 938 cases. Of this number, 739 were resolved, with 165 cases awaiting mediation. The settlement rate in this area was 79 per cent

Receiving 3,044 requests for the appointment of single arbitrators under section 45 of the *Labour Relations Act*. Of these, 1,704 appointments were made by the minister

Resolving 1,191 of 1,699 disputes under section 45 of the *Labour Relations Act* prior to hearing, for a settlement rate of 69 per cent

The appointment, under the *Hospital Labour Disputes Arbitration Act*, of 104 arbitrators for parties experiencing difficulties in establishing boards of arbitration to make or renew a collective agreement

Supplying lists of five arbitrators at the request of parties on 115 occasions to assist them to reach mutual agreement in the appointment

of an arbitrator under the *Hospital Labour Disputes Arbitration Act*

At the request of parties to a dispute, the appointment, by the minister, under the *Hospital Labour Disputes Arbitration Act* of three nominees to represent the other side on a board of arbitration

The appointment, under the *Employment Standards Act*, of 133 referees through the Office of Arbitration to hear appeals against Orders to Pay issued by the Employment Standards Branch

Being involved in the appointment of 59 boards of inquiry, pursuant to the *Human Rights Code*, at the request of the Ontario Human Rights Commission

Receiving and cataloguing 2,133 awards during fiscal 1986/87. A total of 40,195 pages of awards were purchased by the public

Ten people were invited to attend the fifth Arbitrator Development Program scheduled to commence in April 1987. The program comprises two workshops and an eight-month internship period.

The caseload of the Office of Arbitration is described in the two tables below.

Arbitration Activities

1986/87

1985/86

	Employ. Std. Appeals	Human Rights Bds. of Inquiry	Hospital Labour Disputes Arb. Act	Lab. Relations Act S.40(a)	S.44	S.45*	Total	Employ. Std. Appeals	Human Rights Bds. of Inquiry	Hospital Labour Disputes Arb. Act	Labour Relations Act S.44	S.45*	Total
Applications/Requests Carried Over From Previous Year	116	62	225	-	427	661	1,491	151	57	269	317	498	1,292
Applications/Requests Received During Current Year	46	54	278	1	789	3,044	4,312	245	38	247	515	2,905	3,950
-Arbitrators/Referees Appointed or Arranged	133	59	104	-	381	1,704	2,381	213	29	79	237	1,709	2,267
-Panels Provided	X	X	115	-	462	X	577	X	X	92	308	X	400
-Nominees Appointed	X	X	3	1	14	X	18	X	X	0	0	X	0
Applications/Requests Outstanding at Year End	78	39	224	-	494	901	1,736	116	62	225	427	661	1,491
Awards Filed	154	37	141	-	1,141	660	2,133	89	1	125	1,122	621	1,958

Total Awards

Purchased

(# of Pages)

29,035

* expedited grievance arbitration.

LEGEND:

0 = NO ACTIVITY
X = NOT APPLICABLE

Mediation Activities

	1986/87			1985/86		
	Labour Relations Act (rights disputes)			Labour Relations Act (rights disputes)		
	S.44	S.45*	Total	S.44	S.45*	Total
Mediation Assignments:						
• carried over from previous year	157	49	206	136	79	215
• made during current year	938	1,699	2,637	888	1,728	2,616
• assignments completed	930	1,734	2,664			
• outstanding at year end	165	14	179	157	49	206
• mediation settlements	739	1,191	1,930	667	1,242	1,909
• percentage of settlements/ assignments completed	79%	69%	73%	75%	72%	73%

* *expedited grievance arbitration*

Occupational Health And Safety Division

**Ann E. Robinson, Ph. D., C. Chem.,
F.C.I.C.***

Assistant Deputy Minister

Brian Goodman, B.A., LL.B., LL.M.**
Executive Director

Arthur Gladstone, B.A., M.A., M.Sc.
Acting Executive Director

The Occupational Health and Safety Division seeks to improve worker health and safety in Ontario workplaces by:

Administering the *Occupational Health and Safety Act* and regulations

Reviewing existing programs

Developing new strategies, regulations, guidelines, codes and hazard alerts to prevent occupation-related injuries and illnesses

Advising, educating or training (as appropriate) all parties with respect to rights, duties and responsibilities under the legislation.

The assistant deputy minister is responsible for the Strategic Policy Unit, for strategic planning with respect to broad policy issues, for legislative initiatives and for external relations relating to the field of occupational health and safety.

* Appointed to the position of science policy adviser to the deputy minister January 26, 1987.

** Became assistant deputy minister, Ministry of Colleges and Universities on October 1, 1986.

The Executive Director is responsible for the delivery of services by the six branches of the division, the Program Development Unit, the Designated Substances Enforcement Unit, and the Division Training Unit. In addition, the executive director is responsible for operations policy and for the delivery of the Occupational Health and Safety program and related administrative and policy issues.

1986/87 Activities

The division administers the *Occupational Health and Safety Act* and regulations made under the Act for: construction projects; mines and mining plants; industrial establishments; teachers and university academics; X-ray safety; fire fighters' protective equipment; the inventory of agents for the purpose of section 21 of the Act; defining critical injury; and 12 regulations for the control of exposure to toxic substances that have been designated under section 41 of the Act. The *Regulation respecting Control of Exposure to Biological or Chemical Agents* came into effect on December 6, 1986. It provides Ontario workers with greater protection from the potentially harmful effects of all hazardous biological and chemical agents used in the workplace.

In October 1986, regulations respecting oil and gas wells, diving operations and X-ray safety became law. During this year, the Occupational Health and Safety Program underwent extensive review. The report of the provincial auditor on the Industrial Health and Safety Branch and the Report on the Administration of the Occupational Health and Safety Division (McKenzie/Laskin) provided an extensive basis for program review and

renewal. The division is working to implement the recommendations in the reports. On the legislative front the division has assisted in the development of comprehensive amendments to the *Occupational Health and Safety Act* and has participated in the national initiative to provide workers with right-to-know legislation.

Strategic Policy Unit

The mandate of the Strategic Policy Unit is to identify strategic policies and priorities for the division, with emphasis on the control of toxic substances and physical hazards. The unit is also responsible for maintaining external relations and performing statistical analyses on data bases relating to workplace injury and illness.

In 1986/87, the unit's activities included:

Participating in the Implementation Co-ordinating Committee (ICC) to implement the recommendations of the Workplace Hazardous Material Information System (WHMIS) on a national basis, and in task groups reporting to the ICC

Participating in the development of the legislation, both federal and provincial to implement the WHMIS consensus, based on the recommendations of the ICC. Speaking engagements to advise client groups of proposed implementation of WHMIS

Participating in the *Environmental Contaminants Act* Consultative Committee and in the writing of the final report

Participating in a task group on multi-media standards reporting to the Federal/Provincial Committee on Environmental and Occupational Health

Preparing background materials for meetings of ministers with responsibility for occupational health and safety in September 1986

Reviewing and analysing the report of the Ontario Task Force on Health and Safety in Agriculture and developing plans for implementing the recommendations

Preparing an options paper for the use of a generic designated-substances regulation to co-ordinate the control of toxic substances in the workplace

Analysing the federal report on the Bhopal Aftermath Review and development of options for an Ontario strategy to deal with emergency disasters relating to the release of toxic chemicals from the workplace

Participating in the development of proposed amendments to the *Occupational Health and Safety Act*

Preparing the Ontario government's response to the ILO's conclusions on 'Guarding of Machines'; 'Working Environment' (air pollution, noise and vibration); and 'Working Conditions and the Working Environment' (building, civil engineering and public works committee)

Preparing the Ontario response to the ILO questionnaire on 'Health and Safety in Construction'

Reviewing a consultant's study on worker exposure to wood dust in Ontario

Continuing to participate in a provincial interministry committee to develop options for a government policy on biotechnology

Participating in the development of an Ontario strategy to control worker exposure to smoking in the workplace

Participating in the development of an Ontario strategy to foster literacy in the workplace

Organising programs for visitors to Ontario from other jurisdictions, including Hong Kong, Sweden, Britain, Australia, China, Germany, other Canadian provinces and the federal government

Participating in the development of Ontario's response to the ILO's 'Asbestos Convention'

Participating with the Ministry of Health in review of the paper, 'The Provision of Occupational Health Services in Ontario — A Discussion Paper'

Preparing an interim control strategy for 1,3-butadiene in conjunction with the Program Development Unit

Initiating a physical agents regulation; preparation of background materials; direction and co-ordination of the development of a physical agents regulation

Preparing and co-ordinating the passing of the 'Regulation respecting Control of Exposure to Biological or Chemical Agents' O.Reg. 654/86; preparation of options and background papers on the amending process to the Schedule (list of chemicals and exposure values) of O.Reg. 654/86

Participating in preparation of material for the training of the inspectors for O.Reg. 654/86

Preparing the draft of an explanatory booklet on O.Reg. 654/86 for public distribution

Continued research and analysis of work-related injury statistics; extending the Work Injury

Information System and establishing linkages with other relevant data bases

Preparing appendices for inclusion in the Annual Report of the Advisory Council on Occupational Health and Occupational Safety.

Program Development Unit

The Program Development Unit consists of an economic analysis group, a senior policy analyst-operations, the Designated Substances Enforcement Unit, the Division Training Unit and two teams of occupational health hazards analysts working under project managers.

The principal responsibilities of the health hazards analysts are to provide background information for, and to co-ordinate the development of, designated substance regulations. The analysts also develop guidebooks and data sheets to assist the inspectorate and the public in the implementation of the regulations.

Economic Analysis Group

The economic analysis group assists in the regulation-making process by providing information on compliance costs and the potential economic impact of proposed regulations on affected industrial sectors.

In 1986/87 the unit:

Filed a designated substance regulation for ethylene oxide and amendments to the schedules for the regulations for lead, mercury, coke oven emissions, vinyl chloride, benzene, isocyanates, silica, acrylonitrile, arsenic and asbestos

Published proposed regulations for welding and cutting fumes and gases and isocyanates on construction projects

Held public meetings to discuss revisions to the proposed regulations for chromium, styrene and coal tar products on construction projects and the proposed amendment to the mercury regulation to cover demolition of chloralkali plants

Presented reports for review to the Advisory Council on Occupational Health and Occupational Safety on the proposed regulations for formaldehyde, noise, lead on construction projects, silica on construction projects and on the amendment to the mercury regulation. Discussions were held with the council on the proposed formaldehyde, noise and lead on construction projects regulations

Continued work on the proposed regulations for cadmium, coal tar products, nickel, polychlorinated biphenyls (PCBs), welding and cutting fumes and gases, and isocyanates on construction projects

Distributed in July 1986 a background report and health effects document on the hazards of wood dust

Commenced a consultant's study to provide background information on worker exposure to beryllium

Continued to develop background information on epoxy resins and chlorophenols

In association with the Construction Safety Association of Ontario, collected background information on control of exposure to chromium and wood preservatives in the construction industry

Continued the production and update of data sheets on the designated substances

Assisted in inspectorate training for implementation of the ethylene oxide regulation and guidelines for control of exposure to PCBs

Distributed explanatory guides for the designated substances regulations for benzene and silica to the public. Explanatory guides to the regulations for acrylonitrile, ethylene oxide, isocyanates, asbestos on construction projects and arsenic are ready for publication

Produced quarterly statistical analyses of labour market conditions and work injury statistics

Prepared background industry profiles for the reinforced/plastics composite and fabricated metals industries and secondary lead smelting operations

Prepared estimates of the potential economic impact of proposed regulations respecting:

- chromium
- noise
- styrene

Initiated work on the potential economic impact of proposed regulations for the welding and cutting fumes and gases

Conducted a preliminary economic feasibility study of secondary lead smelting operators to comply with the lead regulation

Prepared estimates of annual public sector costs to enforce the lead regulation

Completed a literature review of the relationship between overtime hours of work and industrial injuries for the Ontario Task Force on Hours of Work and Overtime

Completed and filed a regulation to cover workers engaged in the offshore drilling of oil and gas wells

Published and distributed the internal newsletter

Attended the NDP Task Force's second review of occupational health and safety in Ontario

Began the process of publishing an external newsletter for distribution to the workplace

Developed an appeal-of-orders policy and procedure, a complaints policy and procedure and a records management policy and procedure and distributed them to field staff.

Designated Substances Enforcement Unit

The Designated Substances Enforcement Unit (DSEU) was established in 1985 to improve the administration and enforcement of the designated substance regulations (DSRs).

In 1986/1987, the unit:

Provided guidance and advice on request to the inspectorate, to Occupational Health Branch management and to workers regarding the provisions of the DSRs

Carried out some 500 telephone consultations with the inspectorate and workplace parties regarding the provisions of the DSRs

Reviewed 178 company files regarding compliance with DSRs

Assisted in mediation of eight disputes regarding the provisions of the DSRs

Prepared a prosecution under the Regulation respecting Asbestos on Construction Projects and in Buildings and Repair Operations (654/85) for submission to the Legal Services Branch

Carried out an in-depth investigation of alleged contraventions of the Regulation respecting Asbestos on Construction Projects and in Buildings and Repair Operations (654/85) at the request of the Construction Health and Safety Branch

Delivered training lectures on the use of respirators and the provisions of the Regulation respecting Asbestos on Construction Projects to Construction Health and Safety Branch inspectors

Performed on-the-job training of Construction Health and Safety Branch inspectors with respect to the Asbestos Construction Regulation

Assisted in training new occupational Health Branch professional staff

Helped the Construction Health and Safety Branch to develop an approval procedure for Variances to the Asbestos Construction Regulation and to review applications made under this regulation

Developed a procedure for the use of glove bags to remove asbestos from pipes

Developed a checklist for inspectors for the inspection of asbestos removal operations

Developed checklists for inspectors for assessments and control programs required to be developed by employers under the DSRs

Carried out 70 site visits, including inspections of projects under the Asbestos Construction Regulations

Assisted the Division Training Unit on a regular basis in the development and delivery of inspector training for designated substances including:

- delivering training sessions on the *Provincial Offences Act*;
- developing training material for investigative techniques, testifying in court and at coroner's inquests;
- assisting in production of training videotapes for asbestos removal and photographic evidence;
- assisting in the development of training material for courses on DSRs and occupational health fundamentals;
- reviewing all inspector-training materials for designated substances.

Assisted the Program Development Unit in the development of guides to the DSRs

Developed a list of Ontario industrial hygienists for the inspectorate to give to employers who need assistance in implementing the DSRs

Assisted in the preparation of a checklist for auto body shops to assist employers in understanding the requirements of a control program under the Isocyanates Regulation

Made recommendations for changes to the DSRs to approve their administration and enforcement

Gave 15 lectures and speeches to students, the inspectorate and client groups regarding the Act and the DSRs

Monitored compliance with Designated Substance Regulations and the number of outstanding orders under those regulations in industrial and mining workplaces

Selected for special investigation 64 workplaces appearing to be in non-compliance with the DSRs

Reviewed all notices of projects for asbestos removal jobs.

Division Training Unit

The Division Training Unit, which was formed in August 1986, is responsible for planning and delivering division-wide training programs and co-ordinating the development of branch training programs.

In 1986/87, the unit:

Contracted for an occupational health fundamentals course to be given to all inspectors and managers of the Industrial, Construction and Mining branches. Delivery to half of that group was completed by March 31, 1987

Contracted for a designated substance regulation course for Industrial and Mining Health and Safety Branch staff

Submitted a training curriculum for line branch inspectors to divisional field staff for comment and revised it to reflect suggestions, where appropriate

Initiated the process of assessment of individual staff training requirements

Delivered a five-day training program on Investigative Techniques and Prosecutions at the Ontario Police College in Aylmer

Presented one-day training or briefing sessions on the following subjects throughout the province to appropriate staff:

- Care and Use of Racal Powered Air Purifying Respirator;
- Care and Use of Self-Contained Breathing Apparatus;
- Prenotification for Inspections Procedure;
- Regulation 654/87 — Control of Exposure to Biological or Chemical Agents;
- Stress Workshop;
- Provincial Offences Act;
- Isocyanates in Auto Body Shops;
- Arsenic Regulation.

Provided training on Ministry of Labour legislation to Ministry of Natural Resources staff who will inspect oil and gas operations for health and safety hazards

Presented three-day and five-day training sessions on the *Occupational Health and Safety Act* to new staff and safety co-ordinators in other ministries

Transferred the video unit's slide-tape training modules to video tapes for greater flexibility for use across the province by the Mining Health and Safety Branch

Produced video training tapes on:

- Introduction to the Mining Health and Safety Training Program;
- Care and Maintenance of Powered Air Purifying Respirators;
- Provincial Offences Officer Duties;
- Isocyanates in Body Shops;
- Arsenic in Pressure Treating Wood;

- Bulletin-Regulation 654/87 Respecting the Control of Exposure to Biological and Chemical Agents;
- Orientation Updates.

Occupational Health Branch

Peter L. Pelmeur, MD, FFOM, CCBOM
Director

The objective of the Occupational Health Branch is to provide consultation and assistance to the inspectorate, employers and workers on the recognition, evaluation and control of health hazards in the workplace in order to promote a healthful and safe occupational environment for Ontario's workers.

The branch's journal, *Occupational Health in Ontario*, is published under the direction of an editorial board.

1986/87 Activities

Resource Section

The Resource Section provides advice on current issues and occupational health problems encountered in the field, and its staff made 27 field visits for special investigations. The section prepares documents to assist OHB field consultants in their field investigations, as well as codes for designated substances. The notifications of new chemicals introduced in Ontario workplaces as required by Section 21 of the Act (176 notifications in 1986/87) are evaluated.

Sources of Resource Section Visit Requests

Carry-over from 1985/86	1
Industrial Health and Safety Branch	3
Occupational Health Branch	16
Construction Health and Safety Branch	9
Other	1
Total	30

Occupational Health Medical Service*Medical Consultants*

The medical consultants work with the industrial, construction and mining inspectors as well as with other members of the branch to investigate situations where health hazards may exist, to evaluate occupational health services and to advise on the establishment of medical surveillance programs. The physicians also act as consultants to the Workers' Compensation Board, hospitals and family physicians. During 1986/87, 609 field visits, 191 joint visits and 269 air quality comments were done by the medical consultants.

Sources of Physicians Visit Requests

Carry-over from 1985/86	141
Industrial Health and Safety Branch	180
Occupational Health Branch	176
Construction Health and Safety Branch	2
Mining Health and Safety Branch	3
Workers' Compensation Board	329
Other	23
Total	854

Nursing Consultants

The nursing consultants visit industries and institutions to audit designated substances medical surveillance programs; promote occupational health programs where none exist and encourage the expansion and upgrading of existing programs.

During 1986/87, 581 field visits were made to audit and promote occupational health services or programs.

Sources of Nursing Consultant Visit Requests

Carry-over from 1985/86	158
Industrial Health and Safety Branch	49
Occupational Health Branch	469
Mining Health and Safety Branch	1
Other	20
Total	697

Medical Service Chest Clinic

The Medical Service Chest Clinic continued to provide medical surveillance, educational facilities and specialized laboratory testing for workers, students and compensation claimants throughout Ontario. Continued medical surveillance will provide monitoring, statistics and trends for future health preservation in the workplace.

In 1986/87 the chest clinic:

Adjusted its reporting system to examining physicians in order to be more sensitive to the individual workers

Provided information and teaching of chest disease, pulmonary function techniques, clinical presentations, etc.

Upgraded and adjusted quality control programs previously in place

Completed data retrieval for three ongoing research projects

Chest X-Ray Examinations

Chest X-ray examinations for the surveillance of workers exposed to designated substances, free silica and asbestos and workers exposed to other hazards such as beryllium, hard metal (tungsten carbide and cobalt) nepheline syenite and cadmium continued on the surveillance program started in prior years.

Exposure Group	Number of Workers
Silica Mines	8,279
Silica Foundry	4,157
Silica Others	4,789
Asbestos	2,216
Asbestos and Silica (Combined)	2,731
Others	4,082
Total Workers Examined	26,254

Pulmonary Function Tests

The use of forced expiratory spirometry continues to be one of the mainstays of the surveillance program.

Exposure Group	Number of Workers	Abnormalities % of Total
Silica Mines	8,077	3.9
Silica Foundry	4,186	4.5
Silica Others	4,754	4.2
Asbestos	2,316	4.4
Asbestos/Silica	2,697	4.9
Others	2,547	5.6
Total	24,577	4.4

Silicosis

Radiological evidence of silicosis was reported in 92 of the 17,225 silica-exposed workers. Of these 17 were newly diagnosed.

	Previously Reported	Newly Diagnosed	Total
Silicosis	75	17	92
Complicated Silicosis	0	0	0
Total	75	17	92

Asbestosis

Radiological evidence of asbestosis was reported in 15 of the 4,947 asbestos-exposed workers. Of these 5 were newly diagnosed.

	Previously Reported	Newly Diagnosed	Total
Asbestos Exposure	5	2	7
Asbestos/Silica Exposure	5	3	8
Total	10	5	15

Chest Clinic Activity

Clinic Location	Number of Workers	Number of Pulmonary Function Tests
Elliot Lake	1,774	1,756
Kirkland Lake	1,166	1,160
Sudbury	3,289	2,199
Timmins	2,175	2,166
Thunder Bay*	719	495
Toronto	17,131	16,801
Total	26,254	24,577

* Examination films and tracings forwarded to clinic from outside sources for file preparation and transfer.

Summary

Activities

Number of X-rays	26,254
Number of pulmonary function tests	24,577

Results and Findings

New cases of suspected silicosis	17
New cases of suspected asbestosis	5
New cases of suspected dust effects	27
New cases of suspected other pneumoconioses	4
Suspected neoplasms	16
Suspected TB	12
Suspected sarcoidosis	33

Note: Examinations on claimants for evaluation by the Workers' Compensation Board totalled 501.

Occupational Health Hygiene Service

The service conducts field investigations and audits exposure of workers to chemical substances and physical agents and recommends corrective action. The service has provided significant input in the development of respirator codes for the designated substances.

During 1986/87, 1,328 field visits, 191 joint visits, 13 pre-development reviews and 671 air quality comments were done by the Hygienists.

Sources of Hygienist Visit Requests

Carry-over from 1985/86	479
Industrial Health and Safety Branch	1,323
Occupational Health Branch	141
Construction Health and Safety Branch	25
Workers' Compensation Board	28
Other	24

Total	2,020
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Sources of Joint Medical/Hygiene Visit Requests

Carry-over from 1985/86	16
Industrial Health and Safety Branch	139
Occupational Health Branch	59
Workers' Compensation Board	10
Construction Health and Safety Branch	4
Other	20

Total	248
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Summary of Field Visits

Source	Field Visits
Physicians	609
Nurses	581
Hygienists	1,328
Pre-Development Review	13
Occupational Health Technicians	944
Resource Section	27
Joint	191
Total	3,693

Occupational Health Laboratory

The Occupational Health Laboratory provides analytical and air sampling services for the ministry, clinical analyses for physicians and method development for future needs.

During 1986/87, the laboratory:

Completed the system for computer logging of all samples received

Expanded staff to enhance more in-depth method development

Initiated project on assessment of exposure to biological agents and completed one on exposure to vibration

Developed several analytical methods for hazardous substances

Began a program to cull and microfiche a large volume of old records

Installed word processors

Initiated new reporting formats for program delivery and MBR purposes.

Environmental Assessment Requests	
Carry-over from 1985/86	212
Industrial Health and Safety Branch	4
Occupational Health Branch	967
Total	1,183

Environmental Assessments	Requests	Field Visits
Carry-over	212	
April	88	81
May	78	80
June	91	93
July	84	91
August	47	89
September	82	73
October	65	65
November	71	58
December	75	96
January	85	69
February	94	56
March	111	93
Total	1,183	944

Summary of Analyses

Clinical Samples	39,233
Materials Samples	4,013
Air Samples	36,958
Physical Agents	8,410
Total Number of Analyses	88,614
Samples sent to Private Laboratories for Proficiency Testing	513

Analyses	Physical Agents	Air Samples	Bulk Samples	Clinical Samples	Total
Acrylonitrile	0	117	2	0	119
Arsenic	0	559	63	363	985
Asbestos	235	0	1,382	0	1,617
Benzene	0	157	19	995	1,171
Coke Oven Emissions	0	47	0	0	47
Cristobalite	0	0	0	0	0
Isocyanates	0	956	24	0	980
Lead	0	1,745	72	22,960	24,777
Mercury	0	97	44	3,093	3,234
Silica (Quartz)	0	888	109	0	997
Vinyl Chloride	0	237	0	0	237
Other	8,175	32,155	2,298	11,822	54,450
Total	8,410	36,958	4,013	39,233	88,614

Materials: Summary of Source

Industrial Health and Safety Branch	138
Occupational Health Branch	471
Mining Health and Safety Branch	88
Construction Health and Safety Branch	57
Special Surveys	916
Solicitor General	1
Other	139
Health Units	37
Total	1,847

Construction Health and Safety Branch

W. S. Melinyshyn, P. Eng *

Director

The Construction Health and Safety Branch provides assistance to employers, contractors, supervisors and workers through inspection, consultations, investigation and enforcement to co-operatively identify and control health and safety hazards on construction projects to promote a healthful and safe occupational environment for Ontario's construction workers.

In 1986/87 the branch:

Made 49,014 inspections

Issued 24,508 orders

Evaluated amendments to the Regulations for Construction Projects

Began administering the Regulation respecting Asbestos on Construction Projects, in Buildings and Repair Operations

Assisted with the development of Designated Substance Regulations in Construction (e.g. lead, silica)

Put into place a new regulation respecting the licensing of crane operators effective October 31, 1986

Began administering the Regulation respecting Diving Operations effective January 29, 1987

Completed the second summer of an employment equity summer student initiative

Placed in the field the first graduate of the employment equity summer student initiative as a contract inspector

Established a Branch Training Unit and initiated new training programs for both existing and new field staff

Acquired the first phase of personal computers in the office automation program to assist with the administration of the Act and the Regulations.

Inspection and Fatality Data

	1986/87	1985/86
Workers in the Work Force	257,000	248,000
Projects/Establishments	21,399*	16,849*
Non-fatal		
Accidents Reported	14,679	15,424
Accidents Investigated	1,416	921
Fatalities Investigated	41	29
Refusals to Work		
Investigated	3	7
Complaints Investigated	1,638	1,106
Inspections	49,014	46,552
Orders Issued	24,508	23,507
Stop-work Orders Issued	1,040	560
Consultations	2,326**	1,894**
Case Prosecutions	360	361
Convictions	334	334
Fines	\$299,171	\$277,509

Notes:

* Includes Non-Notifiable Projects.

** Includes Engineering Consultations.

* W. S. Melinyshyn became director on March 2, 1987 when D.M Pizak became special construction health and safety consultant.

Industrial Health and Safety Branch

T. Casey *
Director

The Industrial Health and Safety Branch administers and enforces the *Occupational Health and Safety Act* and associated regulations in the more than 150,000 industrial establishments in Ontario.

The branch conducts investigations into deaths, critical injuries, serious accidents, complaints and refusals to work and reviews engineering drawings of new industrial buildings and alterations to ensure compliance with the Act and Regulations.

In 1986/87 the branch:

Established a Branch Training Unit

Acquired computers for field offices

Allocated additional staff

Commenced implementation of recommendations contained in the Provincial Auditor's Report

Issued hazard alerts pertaining to isocyanates in auto body shops and toxic smoke for azinphosmethyl.

Inspection and Fatality Data

	1986/87	1985/86
Workers in the Work Force*	3,200,000	3,200,000
Projects/Establishments	150,000	150,000
Accidents Investigated	998	1,179
Fatalities	33	42
Refusals to Work Investigated	411	344
Complaints Investigated	1,560	1,525
Telephone Enquiries	78,170	73,283
Consultations	956	1,211
Appearances at Inquest or Trial	512	237
Other Investigations	2,930	3,016
Inspections	26,268	41,628
Orders Issued	36,889	49,269
Stop-work Orders Issued	1,431	1,645
Pre-development Review (Plans Review)	3,361	3,175
Case Prosecutions	114	75
Convictions	65	56
Fines	\$290,954	\$148,770
Revenue	\$1,467,824	\$1,128,527

* Updated work force figures - Source: Statistics Canada Labour Force Report (July 1986) and Employment, Earnings and Hours Report (August 1986).

* T. Casey became director on March 2, 1987

Mining Health and Safety Branch

V. Pakalnis, P. Eng.
Director

The objective of the Mining Health and Safety Branch is to reduce the risk of death and injury to workers in Ontario mines and mining plants.

The branch encourages employers and workers in the mining industry to achieve this goal by co-operative identification and control of health and safety hazards in workplaces under its jurisdiction.

The branch administers the *Occupational Health and Safety Act*, R.S.O. 1980, C.321, Revised Regulations of Ontario 569/83 for Mines and Mining Plants, and designated substances regulations.

The branch's activities apply to 168 underground mines, 49 open-pit mines, 6,408 sand and gravel pits and quarries, 63 metallurgical and ore processing plants and 51 clay, shale and peat workings.

The branch's 1986/87 activities included:

- Carrying out 5,548 inspections and issuing 4,333 orders, of which 87 were stop-work orders

- Investigating all fatalities and publishing detailed reports of the investigations. During 1986/87, 10 fatalities were investigated

- Investigating 32 work refusals. The branch staff also investigated other complaints concerning unsafe or unhealthy conditions

- Recommending 10 major amendments to the mining regulations to the minister by the ministry's Tripartite Mining Legislation Review Committee. These amendments have been accepted and were adopted as regulations.

Substantially improving the mining regulations handbook to make it more 'user friendly.' Changes include border notes and a more comprehensive table of contents and an Index, that is colour coded for easier reference

Completing 966 tests of ropes for individual wire ductility and total rope strength at the Wire Rope Testing Laboratory

Conducting working environment surveys to determine worker exposures to dusts, gases and fumes

Extensive testing of cap lamps to determine their light output. This background information was used to establish a lighting standard, which will come into force June 1, 1988

Conducting pre-development reviews of all new mining process technology, of the use of new methods of construction or of equipment installation, of major alterations of mining techniques or technology, or of major additions or alterations for compliance with the Act and Regulations

Providing mine rescue training. During 1986/87, 736 men participated in the mine rescue training program and 35 seven-man teams competed in eight district mine rescue competitions. One hundred and two supervisors underwent supervisory and management training in mine rescue. Mine rescue officers conducted 692 days of training. This total does not include extra district and provincial competition training or emergency assistance. Fifteen fires were responded to in addition to many calls to be on the alert for emergencies or fire drills

Improving emergency preparedness capabilities for non-fire emergencies. New equipment, such as lifting bags, special jacks, hydraulic cutters and prying equipment, has been purchased and training is being provided on its application

Establishing a Tripartite Mine Rescue Advisory Committee with industry and labour participation to aid in identifying required changes to mine rescue training and non-fire emergency equipment availability

Releasing the report of the Provincial Inquiry into Ground Control and Emergency Preparedness in Ontario Mines in March 1986. The report contains 60 recommendations for improving ground control and emergency preparedness in underground mines. The following actions have been taken:

- regulatory changes have been proposed respecting mine design, communications, mine lighting for inspecting ground conditions and underground vehicle operator falling object protective structures, and Section 10 of the Regulations respecting training;
- a Mining Research Directorate has been established by the Ontario Mining Association. The Board of Directors consists of representatives of industry, labour, the provincial government and the federal government;
- additional resources for two ground control engineers have been secured;
- a chair in Rock Mechanics and Ground Control has been

established at Laurentian University. Similar chairs have been established at the University of Toronto and Queen's University;

- a review of post-secondary education and training requirements in mining engineering and technology has been completed. It includes recommendations concerning ground control and occupational health and safety education;
- funding of \$403,000 for a Ground Control Training Centre at Cambrian College was provided.

Organizing co-operative research programs. The Ministry of Labour, through the Mining Health and Safety Branch, has entered into a number of co-operative research programs with the federal Department of Energy, Mines and Resources, (Canada Centre for Mineral and Energy Technology) and the U.S. Bureau of Mines. These initiatives include programs on: a) diesel emissions in underground mines; b) wire rope and hoisting technology; and c) ground control and emergency preparedness. New programs are being studied on the subjects of sulphide dust explosions and robotics. A ceramic diesel exhaust filter, which will improve the mine working environment and reduce diesel emissions, has been developed as a result of collaborative research.

Publishing and widely distributing quarterly reports covering industry performance in such areas as incidents, accidents, fatalities, prosecution, work refusals, stop-work orders and hazard notices

Introducing a program for annual audits of mine designs to assist in detecting potential ground-fall problems so that appropriate preventive action could be implemented

Introducing a computerized data base on ground falls and rockbursts to identify trends in and causes of ground movement and to eliminate hazards

Conducting a study on Bulk Mining Methods and Worker Safety and releasing it for public comment

Aiding in the establishment of a new Mines and Minerals Facility. On July 30, 1986, the Premier announced that the Wire Rope Lab and the headquarter offices of the Mining Health and Safety Branch will be relocated to Sudbury. The Wire Rope Lab is to be part of the new Mines and Minerals Facility to be established on the Laurentian University campus. The headquarter offices of the Mining Health and Safety Branch will be located in the Ministry of Northern Development and Mines building in downtown Sudbury.

Industry Statistics

	1986/87		1985/86	
	Operations	Workers	Operations	Workers
Underground Mines	168	24,512	172	23,029
Open-pit Mines	49	2,692	53	2,089
Quarries	436	3,175	413	3,219
Clay and Shale Pits	31	111	29	115
Sand and Gravel Pits	5,972	7,080	6,042	8,157
Peat Workings	20	60	20	56
Brine Wells	1	-	2	12
Metallurgical Plants	27	6,867	30	7,794
Metallurgical Labs	13	393	12	401
Aggregate Plants	23	370	22	458
Diamond Drilling Operations	47	228	47	227
Offshore Rigs	8	13	-	-
Total	6,795	45,501	6,842	45,557

Inspection and Fatality Data		
	1986/87	1985/86
Mine Rescue Stations	8	8
Mine Rescue Substations	37	37
Miners Under Training		
in Mine Rescue	678*	659*
Wire Rope Tests	966	874
Revenue from Wire		
Rope Tests	\$223,200	\$182,600
Non-fatal Accidents		
Investigated	3,618	3,986
Critical Injuries Investigated	63	61
Fatalities Investigated	10	14
Refusals to Work Investigated	32	29
Unusual Occurrences		
Investigated	336	349
Hours Spent Investigating		
Complaints	2,599	2,786
Hours Spent on		
Pre-development Review	10,102	11,400
Inspection Reports	5,548	5,111
Orders Issued	4,333	3,605
Stop-work Orders	87	188
Prosecution Cases	7	5
Convictions	3	3
Revenue from Fines		
Collected	\$8,000	\$12,000

* *These figures are for the period January 1 to December 31.*

Special Studies and Services Branch

Geoffrey R. Wright, P.Eng., Ph.D.
Director

The Special Studies and Services Branch's mission is to:

Assist in the development of occupational and environmental regulations relating to the health and safety of workers and the community in general by conducting research into health and safety concerns

Carry out investigations of health problems associated with occupational and environmental exposure to hazardous agents

Conduct studies in occupational safety and health to provide information for the prevention of injuries and illness

Monitor the use of radioactive materials insofar as the province has jurisdiction

Assist in the preparation and execution of radiation contingency plans.

The branch is comprised of four separate but related services: Health Studies Service, Safety Studies Service, Radiation Protection Service and Radiation Protection Laboratory.

Health Studies Service

The mission of the Health Studies Service is to support the programs of the Occupational Health and Safety Division and the Provincial Ministry of the Environment. Upon request, support has also been provided to other ministries and agencies, e.g. Solicitor General, Housing, and Health; the Workers'

Compensation Board; and, co-operatively, to the Atomic Energy Control Board, and various federal/provincial committees. Support is provided through the detection, analysis and determination of conditions and substances that could result in occupational and environmental health hazards, in order to promote the occupational health of workers and the environmental health of the Ontario population.

In 1986/87, the service:

Provided technical advice for the development of divisional regulatory strategies related to designated substances, carcinogens and irritants

Prepared six health effects documents, either in-house or by contract

Prepared health-based exposure limits for substances proposed for designation, and recommended clinical tests to be used in the medical surveillance programs

Undertook multi-disciplinary research and studies of factors that contributed to occupational diseases. These studies were:

- a study of the mortality of Ontario miners, which investigated the relationship between occupational factors and the risk of lung cancer in gold miners;
- a study of lung cancer in workers suffering from silicosis;
- a study of sinus cancer in wood workers, including those working with soft wood;
- a study of arsenic excretion in underground gold miners;
- a feasibility study on sewage treatment plant workers employed at

Metropolitan Toronto Works Department; and

- a survey of the smoking habits and opinions on smoking preferences of Ministry of Labour employees.

Prepared recommendations for ambient air standards and guidelines for 27 substances and responses to 18 requests for medical/toxicological information for the Ministry of the Environment, in addition to providing advice on:

- decommissioning of refining sites in Oakville and Clarkson;
- safety of iodination of drinking water; and
- levels of compounds in vegetables for the Ministry of the Environment.

Participated as technical members of, or advisers to:

- the committee drawing up an agreement on compensation for native people on the White Dog and Grassy Narrows reserves;
- the Pesticides Advisory Committee and the subcommittees, reviewing the toxicity of 2,4-D and the toxicity and use of alachlor;
- the MOE Technical Advisory Committee on Coal Tar Waste Sites;
- the Continuing Education Committee on Occupational and Environmental Health for Public Health Officials; and
- various national working groups and committees.

Provided emergency health effects advice on a 24-hour-a-day basis

Safety Studies Service

The Safety Studies Service undertakes multi-disciplinary investigations of factors that contribute to occupational accidents and disease. Staff act in a consultative capacity for the line branches, employers and employee groups by preparing technical reports following worksite investigations and by conducting seminars. Research objectives are designed to provide information on applied problems. This information is disseminated through the consultative role of the service, seminars and in published reports.

In 1986/87, the service:

- Conducted 89 worksite investigations and produced technical reports used by the line branches to resolve outstanding health and safety issues

- Produced a detailed engineering analysis of the structural requirements of 'outrigger beams' used in suspended work platforms

- Produced a review paper on the factors that influence 'helping behaviour' within the workplace and how this affects safe working behaviour.

Radiation Protection Service

The Radiation Protection Service is the primary source of expertise on all matters concerning exposure to radiation. Its principal mission is to evaluate and control occupational exposure, but it also provides advice and assistance to other ministries and agencies in cases in which public or environmental exposures might occur.

In 1986/87, the service:

- Completed development of a new X-ray safety regulation (O. Reg. 632/86), which went into force on October 30, 1986

- Completed and published a guide to the X-ray safety regulation

- Enforced the provision of the X-ray regulation through employer registrations (67), X-ray plan reviews (84) and site inspections (280)

- Monitored 125 instances of high personal dosimeter readings

- Conducted 86 non-ionizing radiation safety inspections at locations of 117 radio-frequency heat sealers, 20 microwave systems and 12 laser systems

- Sent out 381 information packages on radiation emissions from VDTs

- Arranged for the measurement of radon daughter concentrations in new houses in Elliot Lake (a six-month contract was let in January 1987 to complete the resampling program begun by the service)

- Inspected by request a number of locations for radioactive contamination

- Completed a draft regulation governing naturally occurring radionuclides and referred it to the Legal Services Branch for review

- Continued technical and operational planning for possible releases of radioactive material from nuclear power plants or from transportation accidents

- Maintained a network of 90 environmental radiation monitors intended to assess the impact of a

radiation release from nuclear power plants in Ontario or across the U.S. border

Maintained environmental radiation data on computer to allow rapid access in case of an accidental release from a nuclear installation

Designed and began construction of an X-ray filter wheel to provide remote changes of beam quality

Conducted investigations of X- and gamma-ray energy spectra for instrument calibrations

Continued development of new methods of measurement, evaluation of new instruments, equipment calibration and construction of special instruments

Provided advice, information and assistance to industry, labour, government agencies and the public on all aspects of radiation protection.

Members of RPS staff participated actively on various national and international working groups and committees.

Radiation Protection Laboratory

The Radiation Protection Laboratory provides technical and radioanalytical support to all the provincial agencies that are involved in surveillance programs and health studies related to the exposure of the public to radioactive isotopes.

A breakdown of the number of measurements carried out on the various sample types is shown in the following table:

Type of Sample	Number of Measurements
Water	9,799
Air Filters	4,804
Air Filter Extracts	659
Urines	2,268
Swipes	648
Milk	453
Soil and Sediments	276
Precipitation	138
Tritium Cells	103
Radon Daughter Counting Equipment	91
Blood, Hair and Tissues	282
Foodstuff	52
Air	22
Radioiodine Cartridges	43
Fish	101
Vegetation	148
Miscellaneous	52
Total	19,939

A breakdown of the types of radioanalytical measurements is shown in the following table:

Type of Analysis	Number of Measurements
Lead-210	288
Radium-226,228	2,432
Strontium-89,90	272
Thorium-228,230,232	140
Tritium	1,269
Uranium	2,915
Gross Alpha	2,950
Gross Beta	7,295
Gamma Emitters	1,790
Miscellaneous	588
Total	19,939

The laboratory's other activities included:

Giving considerable assistance to Health and Welfare Canada in screening foodstuffs entering Canada from Europe following the Chernobyl nuclear accident

Participating on various national and international working groups and committees (e.g. Federal/Provincial Working Group on Bioassay, the International Committee on Radionuclide Metrology and the Canadian Radiation Protection Association board of directors)

Serving on two AECB review panels associated with research projects requiring expertise in radioanalytical methodology

Participating throughout the year in the quality assurance programs of the International Atomic Energy Agency, the U.S. Environmental Protection Agency and Health and Welfare Canada

Achieving significant improvement in radioanalytical capability (e.g. an improved rapid tritium measurement procedure for radiation contingencies was developed, a new microprocessor controlled alphaspectrometry system and a low-level alpha/beta system with ten detectors were installed, and a method for measurement of plutonium in sediment was developed)

Playing an active role in the Ingestion Monitoring Organization during the exercise to test the Bruce Nuclear Emergency Plan.

Standards and Programs Branch

Alan D. Heath

Director

The responsibilities of the Standards and Programs Branch are to assemble and analyse data on workplace hazards other than toxic substances, to co-ordinate the development of programs to control the exposure of workers to hazards in specific economic sectors, to co-ordinate the development and evaluation of Occupational Health and Safety Division policies and programs on behalf of the executive director, to provide planning and analytical services for the administration of the division, to maintain the line branch data banks and to provide word-processing and publications support services.

During 1986/87 staff of the branch were engaged in the following activities related to the division's policies and programs:

Regulatory Initiatives and Development

Participated in the final stages of the development of a Regulation for Health Care Facilities. The Health Care Occupational Health and Safety Regulation Development Committee was established by the minister for this purpose; it comprises labour and management representatives from the health care sector

Published a regulation for Diving Operations (O.Reg.634/86)

Finalized development of the Regulation respecting Window Cleaning

Finalized development of the Regulation for Roll-over Protective Structures

Participated in review of amendments to the Regulation for Construction Projects

Participated in the development of regulations addressing electrical hazards

Finalized development of a Breathing Apparatus Regulation for firefighters

Consulted with and provided technical support to firefighters, fire chiefs and relevant agencies regarding development of regulations for protective equipment for firefighters

Developed an information bulletin on metabolic heat

Completed training sessions for the inspectorate for the administration of the Isocyanates Regulation in auto body shops

Participated in the deliberations of the Ontario Police Health and Safety Committee

Industry Sector Programming

Completed respirator training sessions (SCBA and PAPR) for the division

Continued to participate on and guide committees developing operations, strategies and personal protective equipment requirements for the Ministry of Labour Inspectorate

Made presentations on protective equipment to the Ministry of Labour Inspectorate and other agencies, including municipal and fire departments

Provided technical consultations and reviews on regulations and equivalency provisions

Continued to co-ordinate the revisions to the Operations Manuals

for Industrial Health and Safety, Construction Health and Safety and Mining Health and Safety Branches

Engineering Controls and Surveys

Initiated engineering field trips to exchange information and maintain communications with industry regarding hazardous and designated substances

Continued to conduct engineering field surveys to evaluate the ability of industry to control exposures to hazardous substances considered for designation by means of engineering controls

Undertook the development of guidelines for Biological Safety Cabinet Containment of Antineoplastic Agents in the Health Care System

Program Analysis and Evaluation

Continued to assist in and co-ordinate the development and preparation of improved Managing By Results (MBR) objectives, indicators and measures for all program areas in the division

Co-ordinated the development and preparation of the 1987/88 estimates planning submission for the Occupational Health and Safety Division

Prepared in-year MB-20 submissions for increased resources for the Construction Health and Safety Branch and additional vehicles and equipment

Participated in the Industrial Health and Safety Branch Task Force on Employers' Reports of Accidental Injury or Industrial Disease and in revisions to the IHSB New Business System

Assisted in the development of a report on the Designated Substances Enforcement Unit for presentation to Management Board of Cabinet

Co-ordinated review of branch systems for information data from WCB Form 7s

Completed feasibility plan proposal to convert the establishment company files to microfiche

Completed feasibility plan proposal to upgrade the word-processing system

Provided statistical/planning assistance on special projects, such as the development of improved prosecution statistics compilation, Joint Health and Safety Committee Questionnaire and reconciliation of firms on WCB and IHSB computer systems

Provided assistance to division branches for ongoing fiscal planning, budgeting review, purchase/use of computer equipment and workload issues

Administration and Support Services

Continued to provide support to the line branches by: maintaining the editing, coding and processing functions of Inspection Reports, Notice of Projects and Employer's Report of Accidental Injury or Industrial Disease, maintaining the Industrial, Construction and Mining Health and Safety Branches' filing systems and providing information to the inspectorate for follow-up on inspections and investigations

Completed the WCB - IHSB Firm Reconciliation Project

Completed upgrading of the word-processing system toward implementing the desk-top publishing system

Continued to provide technical and administrative support to various units within the Occupational Health and Safety Division, the ministry and external task forces through the operation of a word-processing centre and the implementation of a desk-top publishing system

Continued to edit, prepare, co-ordinate for publication and distribute all occupational health and safety materials for the division and external task forces, including acts, regulations, guides, background documents, survey reports, etc.

Continued to maintain an Information Issues System by recording and distributing contentious issues relating to occupational hazards

Developed and maintained an inventory control system of division publications and forms used by the inspectorate, division staff and the general public

Advisory Service on Occupational Health and Safety

Continued to provide administrative support to the allocation of transfer payment funds including grants for manpower training and development, applied research projects and student bursaries

Continued to actively participate in a committee looking into the occupational health and safety needs of small business

Continued to participate in the Tri-Ministerial Advisory Committee on Occupational Health and Safety (the committee functions as an advisory body to the Ontario Council of Regents)

Participated on the Ministry Curriculum Committee, which developed the outlines of core and

speciality training programs for delivery to the division line branch inspectorate

Participated as a working member of the Mining Education Review Committee (Ross Committee), which provided recommendations to the premier and acting minister of Northern Development and Mines on the future education and training needs of Ontario's metal and industrial mining and milling industry

Participated as a member of the implementation task team on organizational renewal for the Occupational Health and Safety Division

Participated as co-chairman of the ministry's head office joint health and safety committee

Participated on the steering committee for the LAMP Community Health Centre occupational health and safety project conducted in conjunction with the Ministry of Health

Participated on an inter-ministerial committee investigating matters relating to illiteracy and English as a Second Language

Participated on the steering committee for the Canada Safety Council annual conference

Provided liaison and consultation with the Ontario ministries on education/training and matters pertaining to the *Occupational Health and Safety Act*

Provided responses to inquiries from other jurisdictions on training, education and legislation

Delivered public presentations on the *Occupational Health and Safety Act*, as requested

Continued to offer seminars and in-class presentations to students

Continued to operate the health and safety information line

Co-ordinated and staffed information displays and booths at conventions, conferences and public exhibitions

Maintained close liaison with the provincial resource centres and organizations involved in training, education and services in occupational health and safety

Served on advisory committees at several community colleges and universities

Provided consultation to, and co-ordinated funding for the establishment of, the Centre for Ground Control at Cambrian College (in response to the recommendations made by the Provincial Inquiry into Ground Control and Emergency Preparedness in Ontario Mines).

Labour Policy And Programs

Peter Sadlier-Brown*
Assistant Deputy Minister

The Assistant Deputy Minister of Labour Policy and Programs is responsible for the ministry's policy development activities and new legislative initiatives, and for monitoring existing programs and policies to determine their effectiveness. This includes overseeing the ministry's Policy Branch, which has a mandate to initiate, develop and co-ordinate policy activities as well as to co-ordinate and prepare ministerial correspondence and liaise with other ministries.

The assistant deputy minister is also responsible for the activities of the Employment Standards Branch, the Plant Closure Review and Employment Adjustment Branch, the Handicapped Employment Program, the Office of the Co-ordinator of French Language Services, the Office of the Employer Adviser, the Office of the Worker Adviser, the Task Force on Vocational Rehabilitation, the Task Force on Mandatory Retirement and the Task Force on Hours of Work and Overtime.

Employment Standards Branch

P. Dutton*
Director

The Employment Standards Branch actively promotes and seeks to ensure compliance with:

The Employment Standards Act

The Industrial Standards Act

The Employment Agencies Act

The Fair Wage Schedules on contracts let by the provincial government

in order to ensure that people in the Ontario work force (in particular those employees who are not organized) are protected with respect to minimum wage and working conditions.

The branch is organized into general and field administrative sections.

Approximately one-third of the staff is based in regional offices located in Hamilton, Kitchener, London, Ottawa and Sudbury as well as in various suboffices.

1986/87 Activities

In 1986/87, the branch initiated its long-range plans for automation with its purchase of microcomputer equipment and implementation of staff training programs. Several activities were automated during the year, the goal being to automate workload management activities as well as information processing and analysis over the next several years.

* *Peter Sadlier-Brown was appointed assistant deputy minister on October 14, 1986.*

* *P. Dutton was appointed director on November 3, 1986.*

Employment Standards Act — General

The branch administers and promotes compliance with the *Employment Standards Act* through:

Resolving claims made by employees. In 1986/87 18,524 new claims were registered and 18,301 old and new claims were resolved, an increase of 6.5 per cent over the previous fiscal year. As a result of the branch's investigative activity, \$10,390,900 was collected on behalf of 22,334 employees. The average payment was \$465. Approximately one-third of all claims were resolved within 30 days

Conducting a limited number of preventive inspections of selected employer populations across the Province. In the 1986/87 fiscal year, 234 such inspections were conducted resulting in 534 employees benefiting financially, with an average payment of \$284 per employee

Answering inquiries and disseminating information. The branch received 843,951 telephone and letter inquiries, 293,787 of which were handled by the head-office units, including the electronic telephone message system. The balance was handled by the field staff. A total of 30,580 personal interviews were also held. Approximately 200,000 copies of the *Guide to the Employment Standards Act* were distributed to members of the public.

Employment Standards Act — Appeals and Hearings

The *Employment Standards Act* provides for a review of an order against an employer made by an employment standards officer. The appeal is heard by

a referee selected from a panel of referees appointed by the minister. In the 1986/87 fiscal year, 207 applications for review were resolved.

The director may also appoint a referee to hold a hearing in situations where the director is of the opinion that an act has been committed or an agreement or arrangement has been made to defeat the purpose of the *Employment Standards Act*. Such hearings were held in nine cases.

Should an employer fail to pay monies owed under an Order to Pay issued by an employment standards officer, the director may issue a certificate to be filed in a court of competent jurisdiction. The certificate is then enforceable as a judgement or order of court, pursuant to section 54 of the Act.

Any person who contravenes any provision of the *Employment Standards Act* may be prosecuted in Provincial Offences Court; upon conviction, in addition to any penalty imposed by the court, such person may be ordered to pay to the director in trust the wages owed to the employees. Upon payment the monies will be distributed to the employees.

Investigative Activity

	Claim Files		Preventive Inspections		Total	
	1986/87	1985/86	1986/87	1985/86	1986/87	1985/86
Workload:						
Pending from						
Prior Fiscal Year	2,939	2,435	-	-	2,939	2,435
Registered/Assigned	18,524	18,125	234	102	18,758	18,227
Total	21,463	20,560	234	102	21,697	20,662
Resolved/Conducted	18,301	17,177	234	102	18,535	17,279
Resolutions as % of						
Total Workload :	85.3	83.5	-	-	-	-
Results:						
Number of						
Collections	11,483	10,953	70	26	11,553	10,979
Employees Benefited	22,334	21,546	554	265	22,888	21,811
Amount Collected						
(\$000s)	10,390.9	8,218.8	157.6	98.7	10,548.5	8,317.5
Outstanding End of						
Fiscal Year	2,677	2,939	-	-	2,677	2,939

Collections by Standard

	Amount Collected		No. of Collections by Individual Standard		Employees Benefited Financially by Individual Standard	
	(\$000s)	(\$000s)	1986/87	1985/86	1986/87	1985/86
Minimum Wage	70.6	101.9	243	341	392	696
Overtime	1,346.0	945.1	1,389	1,162	3,851	3,161
Public Holidays	250.3	332.3	645	713	1,717	1,982
Vacation Pay	2,793.1	2,604.6	8,337	7,968	16,711	15,893
Equal Pay for						
Equal Work	254.5	97.2	31	34	296	62
Benefits	2.2	12.7	10	9	10	9
Pregnancy Leave	33.7	20.2	14	15	14	15
Lie Detector*	-	-	-	-	-	-
Termination Pay	1,452.5	1,532.7	2,194	2,469	2,964	3,032
Benefits during						
Notice Period	0.3	4.8	6	15	6	18
Severance Pay	2,187.2	561.0	9	17	527	212
Collection of Wages	2,152.0	2,101.7	5,618	5,111	7,506	7,722
Fair Wage on						
Gov't contracts	4.0	3.0	4	5	6	8
Industrial Standards	2.0	0.3	5	2	6	2
Total	10,548.4	8,317.5	18,505	17,861	34,006	32,812

* Revised.

General Inquiry and Information Activity		
	1986/87	1985/86

Telephone Inquiries		
(Non-claim) Handled:		
by staff	611,703	625,204
by electronic message	228,896	101,432
Letter Inquiries (Non-claim)		
Responded to	3,352	3,955
Personal Interviews Held	30,580	29,210
Total	874,531	759,801

Public Appearances and Employer Education		
Seminars Held	170	176
Number in Attendance	6,399	4,948

Appeals (Section 50)

	1986/87	1985/86
Pending from Prior		
Fiscal Year	140	180
Intake	187	243
Results:		
Order Confirmed	99	155
Employer Upheld	23	35
Order Varied	27	48
Settled Before Hearing	58	45

Total	207	283
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Outstanding End of Fiscal Year	120	140
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Hearings (Section 51)

	1986/87	1985/86
Pending from Prior		
Fiscal Year	13	11
Initiated	7	15
Results:		
Employer Found in Violation	4	4
Employer Found in Compliance	4	5
Settled Outside of Hearing	1	4

Total	9	13
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Outstanding End of Fiscal Year	11	13
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Court Action

	1986/87	1985/86
Prosecutions Finalized	28	39
Section 54 Certificates Filed	172	169
Section 59 Court Orders Filed	1	-

Permits/Approvals

	1986/87	1985/86
Total Excess Hours Permits	638	596
100 Hour	471	435
Special	167	161
Handicap Work Permits*	136	73
Homeworker Permits	105	141
Averaging Approvals	212	201
Section 18 Approvals	232	215

* Section 24 of the Act was repealed effective March 1, 1987.

Permits and Approvals

The *Employment Standards Act* empowers the director to issue a permit authorizing hours of work in excess of the statutory workweek of eight hours in a day and 48 hours in a week. The director may also approve a regular workday of more than eight hours.

Working Conditions and Analysis

Analysis and research on labour policy and program issues that are directly related to minimum employment conditions are performed by the Working Conditions and Analysis Unit of the branch.

Agricultural Industry Advisory Committee

This committee advises the minister on matters relating to the application of employment standards legislation to

agricultural workers and the development and modification of employment standards appropriate to the agricultural industry. The committee is composed of representatives of farm owners and farm workers, who meet only as needed.

Industrial Standards Act

The *Industrial Standards Act* provides a means for employer and employees jointly to establish a schedule of working conditions that reflect the prevailing labour standards in their industry. Once enacted, the provisions of a schedule become mandatory on all who perform work as defined in the industry definition.

Schedules are administered and enforced by a five-member advisory committee comprised of management and labour representatives who are active in the industry, to provide a measure of self-regulation.

Industrial Standards		
	1986/87	1985/86
Number of Active Schedules	4	4
Number Updated	1	-
Number Covered by Schedules		
Employers	400	400
Employees	8,300	8,300

Employment Agencies Act

The *Employment Agencies Act* provides a measure of protection to job applicants from unjust practices when they use 'permanent' employment agencies to assist them in finding work.

Agencies are required to apply for and receive the appropriate licence before doing any placement activity. The four

classes of licences specify occupational categories, and applicants are required to pay a placement fee. An agency can hold only one class of licence.

Temporary help agencies who employ workers for subsequent referral to clients are not required to hold licences because the worker is their employee and is therefore covered by the general provisions of the *Employment Standards Act*.

Fair Wage on Government Contracts

The Fair Wage on Government Contracts program is designed to ensure that workers engaged on contracts awarded by government ministries for construction, building, cleaning and security projects and on municipal road building projects have a means to obtain the minimum standard of wages, hours of work and overtime that prevail for their work classification in the area where it is performed.

Contractors also receive a measure of protection from unfair competition based on reduced labour costs when bidding on government contracts.

Wage rates in each zone are periodically confirmed and adjusted by survey. In the interim they are reviewed each year and adjusted when required on the basis of industry settlements, consumer price index and consultation with the industry.

Employment Agency Licences

Class	Initial		Renewal		Total	
	1986/87	1985/86	1986/87	1985/86	1986/87	1985/86
A	187	162	728	682	915	844
B	2	1	5	9	7	10
C	1	1	3	2	4	3
D	4	7	17	15	21	22
Total	194	171	753	708	947	879
Revenue (\$)					186,700	173,150

Fair Wage Schedules

	Number		Value (\$)	
	1986/87	1985/86	1986/87	1985/86
Schedules Included in Contracts				
Let by Provincial Ministries				
Construction	641	624	313,050,766	289,178,639
Building Cleaning and Security	203	128	9,864,086	6,708,102
Total	844	752	322,914,852	295,886,741
Schedules Updated	0	56	N/A	N/A

Plant Closure Review and Employment Adjustment Branch

Robert D. Joyce
Special Adviser
to the Minister

Harry N. Shardlow
Director

The Plant Closure Review and Employment Adjustment Branch monitors large-scale cutbacks and closures in Ontario, providing consultative assistance to employers and employees on the provisions of the employment standards legislation and providing access to adjustment programs for affected employees.

In 1986/87, the branch:

Established the position of co-ordinator, adjustment programs in order to enhance the development and delivery of the branch's employee counselling program.

Statistics on Terminations

	1986/87	1985/86
Termination Cases (At least 50 Employees)		
Cases:		
Full Closures	43	50
Partial Closures	12	19
Reduced Operations	43	42
Total	98	111
Employees:		
Full Closures	5,776	7,345
Partial Closures	889	2,208
Reduced Operations	5,629	5,130
Total	12,294	14,683

Industrial Adjustment Committees

	1986/87	1985/86
Committees Established	82	64
Employees Terminated in Cases Where Committees Established	9,498	8,346
Financial Commitment	\$30,950	\$75,310

Employee Counselling Program

Programs Established	23	25
Employees Participating	600 (est.)	1,000

Handicapped Employment Program

Janette Higgins
Manager

The Handicapped Employment Program (HEP) promotes employment equity for people with disabilities.

Services to Private Sector Employers

In the fiscal year 1986/87, HEP accomplished the following:

Initiated visits and a survey of 100 employers concerning their employment equity needs

Provided employment equity consulting services to 75 new employer clients, bringing the total to 311

Delivered 18 training seminars: 13 to employers from a mix of companies and five to managers within specific organizations (about 250 people attended these seminars)

Continued to develop links and initiatives with six employer associations

Published a series of eight new employer publications, including 'What It Takes: Planning an Employment Equity Program for People with Disabilities'

Revised the employer-training package to include material on learning disabilities, ex-psychiatric and mental retardation in addition to physical disabilities

Published a list of 62 employer clients who are publicly encouraging applications from people with disabilities

Revised and updated the 'Barrier-Free Design' kit to further employer knowledge about modifications to worksites

Developed a background paper, 'Sharing the Risk,' on extending group life and health insurance benefits to employees with pre-existing disabilities

Provided 11 employers with Summer Experience '86 students to assist with their employment equity programs.

Services to Other Sectors

In recognition of the essential linkages needed to increase job opportunities for people with disabilities, HEP also:

Revised and updated 'Focus On Employment,' a list of resources for rehabilitation professionals working in Metropolitan Toronto

Published 'Partners for Employment: New Challenges for Rehabilitation Professionals,' highlighting new developments in the area of employment and disability

Prepared a discussion paper on supported employment, a creative

approach to assist people with severe disabilities to work in competitive employment settings with the short-term assistance of an on-the-job coach

Gave a grant to Designing Aids for Disabled Adults (DADA) to cover production costs for a video on computer technology

Developed a guide for educators on school-to-work transition with input from the Ontario Association for the Mentally Retarded, the Ministry of Education and several other educators and social service agencies (to be published jointly with the Ministry of Education in 1987/88)

Gave a grant to Operation Employability, a pilot initiative of three boards of education in Hamilton/Wentworth

Pilot-tested a career-counselling approach for high-school students for the Halton Board of Education (further pilot testing and publication of material planned for 1987/88)

Developed a training package for use with trade union members

Continued to develop links and initiatives with:

- 25 vocational rehabilitation organizations
- 16 government agencies
- 21 educational groups
- 10 labour organizations
- 18 consumer or self-help groups

In response to a need for role models, developed 'Profile,' a one-issue magazine, to be published and distributed in French/English in 1987/88

Appointed staff as members of 19 committees (excluding community councils and planning committees).

Services to Communities

HEP provided consultation and support to various community initiatives:

Continued links and developments in 15 communities across Ontario, including participation in community councils and planning committees

Launched 'Taking Aim: Job Search Strategies for People with Disabilities' in Sault Ste. Marie, Hamilton and Barrie. Launches planned in several other communities, province-wide, during 1987/88. Published French version (print and audio) in January 1987

Gave a grant to the London March of Dimes in support of an employer conference (the tenth Ontario community in which HEP has co-sponsored a major conference)

Provided 20 organizations in 11 communities from across Ontario with Summer Experience '86 students to work on a wide variety of projects designed to increase employment opportunities for people with disabilities

Participated in 87 seminars and conferences, including 31 that HEP sponsored or facilitated and 32 others at which a staff member gave a speech

Provided staffed information displays at 11 events.

Information Services

During 1986/87 the program provided the following information services across the province:

Distributed over 11,000 brochures plus 17,000 other resource materials to representatives of all sectors

Loaned films and videos 89 times

Gave out thousands of promotional buttons, bookmarks and information carrier bags at conferences, workshops, seminars and trade shows

Advised in person 176 job-seekers with disabilities and gave specific advice on their resumes to 79 of them

Responded to over 7,500 telephone requests throughout the year related to resources and problem-solving.

Co-ordinator of French Language Services

Stephane G. Grenon
Co-ordinator

The Office of the Co-ordinator of French Language Services provides consultation and assistance to senior ministry management in the implementation of the *French Language Services Act*, proclaimed in November 1986. The co-ordinator also provides information to Francophone groups of Ontario on ministry programs and services. The co-ordinator sits on the Council of Co-ordinators of French Language Services, chaired by the Executive Director of the Office of Francophone Affairs.

In 1986/87, the co-ordinator:

Chaired a committee of senior ministry officials. The committee's mandate is to develop strategies for the implementation of the *French Language Services Act*

Provided assistance to individual branches of the ministry in the preparation of their french language services implementation plans

Assisted the Communications Branch by providing information services to French-speaking media in Ontario.

Policy Branch

R. Coke*

Director

The Policy Branch provides the minister, senior ministry officials and the government with information, analysis and advice to assist and enable the ministry and government in developing policy positions, legislation and programs in the following areas:

Human rights

Industrial relations

Terms and conditions of employment

Occupational health and safety

During 1986/87 the branch:

Developed legislation to protect the entitlement of terminated workers to severance and termination pay in spite of unemployment insurance treatment (Bill 128)

Participated in the conclusion of the federal-provincial-territorial agreement on Workplace Hazardous Materials Information Systems (Bill 79)

Assisted in the development of consultative draft amendments to the *Occupational Health and Safety Act*

Completed editing and pre-publishing production of the Yassi Report on Industrial and Occupational Disease

Participated on an inter-ministerial committee to develop government policies on smoking within government buildings, in public places and in the workplace

Participated in the development of amendments to the *Pension Benefits Act*

Participated in the annual review of the minimum wage

Represented the ministry before standing committees on Plant Closures and on Sunday Closings

Developed revised regulations for Ontario's domestic workers

Participated in the development of initiatives to ensure that ministry legislation (e.g. the *Human Rights Code*) conformed with the *Charter of Rights and Freedoms* (Bill 7)

Participated in the development of pay equity proposals (Bill 105 and Bill 154)

Participated in the development of severance, notice-of-termination and plant-closure legislation (Bill 85)

Participated in federal-provincial consultations regarding unemployment insurance reform following the Report of the Royal Commission on Unemployment Insurance.

* R. Coke was appointed director on May 20, 1986.

Office Of The Worker Adviser

Odoardo DiSanto
Director

The primary role of the Office of the Worker Adviser (OWA) is to assist and advise injured workers in dealing with the workers' compensation process. Of particular importance is assisting injured workers in dealing with the recently modified workers' compensation structure — that is, the Client Services Division of the Workers' Compensation Board (WCB) and the Workers' Compensation Appeals Tribunal. This role has four components, which are the key objectives of the office. They are:

Advising injured workers of their rights under the *Workers' Compensation Act* so that they will be able to represent themselves at the operating levels of the WCB

Representing injured workers, where necessary, at the Appeals Tribunal and beyond

Working with labour and injured worker groups, MPPs and other organizations representing injured workers to support them in their representation work

Identifying operational problems in workers' compensation that may require changes in practices or policies.

1986/87 Activities

This period was characterized by a tremendous demand by the public for this service and the necessary growth in the organization that resulted. The requests for assistance from clients exceeded the initial work load projections by approximately 200 per cent. Some 11,632 clients had been served or were receiving service by March 31, 1987; the demand

had originally been estimated at a maximum of 6,000 cases for the first year.

To address this situation two separate applications were made to senior management to increase the staff complement of the branch. The first, which was approved July 1986, increased the complement from 42 to 66 staff members. The second request, approved February 1987, to be effective April 1987, added another 12 classified and two contract positions to the staff.

In 1986/87, the branch continued to be organized into four distinct units: the Director's Office, the Toronto Advisory Unit, the Regional Advisory Unit and the Special Services Unit. However, with the latest increase in staff, an additional two advisory units will be created by subdividing the area served by the regional unit.

The Toronto Advisory Unit has offices in Toronto, Weston and Scarborough. During 1986/87 the unit moved into new accommodation for the downtown Toronto location. This unit provided service to the area of Central Ontario, including Metropolitan Toronto. During this period there were 4,550 cases initiated and 2,025 completed in these offices. Planning was completed for the establishment of an additional office at the Downsview Rehabilitation Centre of the Workers' Compensation Board, with an opening in early 1987/88 planned.

The Regional Advisory Unit was responsible for providing service to the remainder of the province. This unit has offices in Windsor and Kitchener, and in 1986/87 also moved into new accommodation in London, Hamilton, Thunder Bay and Sudbury. The regional unit saw 7,082 cases initiated and 3,432 completed over the same period. Early in 1987/88 relocation of the Ottawa office to

a new permanent location is planned, along with the establishment of new offices in Timmins and Sault Ste. Marie.

From the outset, the OWA has attempted not only to advise and represent workers, but to analyse its case experiences with a view to improving the workers' compensation system as a whole. The approach has thus been to resolve as many recurring problems as possible on a *systemic* basis, in order to avoid the need for costly appeals in numerous individual cases. The OWA has worked with the other organizations in the system — the board, the tribunal and the Office of the Employer Adviser — in an effort to streamline procedures and to ensure that as many problems as possible are avoided. The OWA has also engaged in ongoing consultation with injured worker and labour organizations, in an attempt to reflect their concerns.

For the Special Services Unit, some of the important initiatives of 1986/87 included:

Permanent disability evaluation.

A core concern of the labour community is the method of evaluating and compensating for permanent disability. The interpretation of the key pension provision of the *Workers' Compensation Act*, s.45(1) and the use of the WCB ratings schedule have been matters of debate for some time. A major priority of the OWA has been analysing WCB policy in this area and in particular, intervening in the WCAT leading case on pensions by proposing alternatives. The leading case hearings took place in Toronto over a period of 30 days from June to October 1986. The OWA, along with the WCB and several other labour and business groups, was an active participant. On March 31, 1987, no decision had yet been rendered by WCAT. (A

decision, including in particular the recognition of chronic pain, was rendered in May 1987.)

Compensation for temporary partial disability.

A number of important issues have arisen around s.40(2)(b) of the *Workers' Compensation Act*, which deals with compensation to temporarily partially disabled workers. In particular, there is the question of whether there is any requirement for proof of the availability of suitable work. The OWA initiated a study of this issue and agreed to participate in the WCAT leading case on s.40(2)(b). Hearings on s.40(2)(b) took place in July 1986 and a decision was rendered by WCAT in January 1987. The decision recognized several of the key arguments advanced by the OWA, in particular the argument that the burden of proving the availability of work does not lie with the worker.

Defining 'accident'.

WCAT Decision 72, rendered in July 1986, recognized that the definition of accident could include a sudden onset of pain and disability at work. The WCB requested that the WCAT reconsider this decision. The OWA was an active intervenor in the reconsideration hearing, which led the WCAT to confirm its original decision. The OWA will also be participating in the WCB's formal review of Decision 72 under s.86n of the *Act*. As of March 31, 1987 the WCB review hearing had not taken place.

Analysis of Workers' Compensation Appeals Tribunal procedures.

Various aspects of these procedures were studied, including the disclosures of workers' files, the role of the tribunal counsel, and hearing and pre-hearing procedures. The

result of this study was a fruitful process of discussion between this office and the tribunal, with the OWA participating in the advisory group to the tribunal.

Office of the Employer Adviser

Jason E. Mandlowitz
Director

The Office of the Employer Adviser(OEA) provides Ontario employers with advice on matters relating to workers' compensation through practical assistance on WCB-related problems and questions and advocates policy on behalf of employers by communicating their concerns to the proper administrative authorities.

The OEA helps to provide an independent appeals and claims review system in Ontario and assists employers to understand WCB procedures, policies and statutory operating requirements.

In 1986/87 the OEA:

Provided service to clients based on escalating caseloads

Expanded the Toronto office and established new, permanent office locations in Windsor, Kitchener, Sudbury and Ottawa

Obtained approval to open a new, permanent location in Hamilton for 1987/88

Recruited new staff to accommodate all new, permanent positions in OEA structure (OEA had 23 positions in five locations for 1986/87; with Management Board approval in March 1987, this summer will increase to 27 positions in six locations)

Obtained approval to recruit a new Policy Analyst and Manager-Regional Services in the Toronto Head Office

Provided toll-free province-wide phone service in all OEA offices

Fully automated OEA offices with microcomputers

Initiated an OEA private sector Advisory Council and convened two meetings to provide advice on policy to OEA

Obtained an associate membership to the Municipal WCB Users Group. (A non-profit organization of municipal government WCB users to lobby the WCB)

Produced and distributed over 60,000 copies of the OEA's general information brochure

Initiated media and training programs as follows:

- 11 workshops on workers' compensation;
- travel to advise clients on a one-to-one basis in ten communities (Sault Ste. Marie, Sudbury, Ottawa, Hamilton, Thunder Bay, St. Catharines, London, Cornwall, Chatham and Sarnia);
- 95 speaking engagements to employer groups (business/trade associations, safety associations, and companies); and
- a publication series using brochure-length and multi-page bulletins to provide information on specific issues on a 'did-you-know?' and 'how-to!' basis.

Launched the OEA Internship Program, effective July 1, 1987

Advocated on many issues, including the WCAT leading case strategy on pensions and the WCB reconsideration of WCAT Decision No. 72 (definition of accident).

OEA Service Load Total by Area

Area of the Province	OEA Office	Service Load
Metropolitan Toronto and Greater area	Toronto	2,080
Southwestern Ontario	Windsor	390
Southwestern Ontario	Kitchener	550
Northern Ontario	Sudbury	480
Eastern Ontario	Ottawa	460
Total		3,960

OEA Service Load by Sector of the Economy

Sector	Per cent of Service Load
Construction	30
Manufacturing and Processing	30
Service (Including Health Care)	18
Transportation	8
Schedule 2 (Employers Who Pay Direct WCB Costs)	8
Other (Including Agriculture, Mining, Retail, etc.)	6

OEA Service Load by Size of Employer

Firm Size	Per cent of Service Load
Under 50 Employees	75
50 to 100 Employees	15
Over 100 Employees	10

Finance And Administration Division

M. Rodrigues
Executive Director

The Finance and Administration Division is responsible for providing administrative support for the operating branches of the ministry. The support activities consist of financial management and analysis services, administrative operations, communications, internal audit, library and information services, human resources services and management information systems.

Financial Management and Analysis Branch

J. Leggatt*
Director

The objective of the Financial Services and Analysis Branch is to ensure that there are highly effective and efficient financial management, planning, reporting, evaluation and control systems in place within the Ministry of Labour to support the attainment of ministry objectives and the government's goal of effective control of expenditure, revenue collection and results. The branch administers the ministry's accounts payable and receivable systems and is also responsible for the processing of the ministry's payroll and related employee benefits.

In 1986/87 the branch:

Established the administrative framework to integrate financial planning and budgeting activities in 1987/88

Introduced portfolio assignments for staff to maximize client support through the provision of one-window analytical, planning and budgeting services.

* J. Leggatt was appointed director on April 14, 1986.

**1986/87 Summary of Ministry Expenditures,
Revenue and Funds**

	General Expenditure (\$000s)	General Revenue (\$000s)	Trust Funds (\$000s)
Ministry			
Administration	19,265	176	-
Industrial Relations	8,229	36	-
Occupational Health and Safety	43,306	10,028	-
Employment Standards	8,210	313	6,211
Human Rights Commission	6,927	2	-
Labour Relations Board	6,850	53	-
WCAP	4,359	4,010	-
Credits	-	362	-
Total	97,146	14,980	6,211

Human Resources Branch

N. E. Mayne
Director

The Human Resources Branch provides consultative services to the Ministry of Labour in the areas of staffing, compensation, staff relations, human resources planning, staff development and training, benefits administration, and the related processing and records maintenance functions.

The branch operates under the authority of the *Public Service Act* and Regulations, the *Crown Employees Collective Bargaining Act*, and the Collective Agreement, and is responsible for their administration.

The branch's 1986/87 activities included:

Staffing

Administering 338 recruitment competitions, which included significant activities to hire additional construction and industrial health and safety officers

Placing 421 students through special programs

Summer Students (Experience '86)	266
Summer Students - Ministry Paid	23
Students Training in Industrial Relations (STIR)	33
Work Week Students (High School)	44
Secondary School CO-OP	32
Handicapped Work Stations	16
Ontario-Quebec Student Exchange	7
Total	421

Compensation and Staff Relations

Implementing the new job evaluation plan (Office Administration Group)

Updating, evaluating and classifying 350 positions in the ministry and its boards, agencies, and commissions, including the Workers' Compensation Appeals Tribunal (WCAT)

Conducting in-depth job reviews in the district offices

Conducting a reorganization of position codes in the Employment Standards Branch and a realignment of the Finance and Administration Division

Revising Human Rights Commission Officer class standards

Providing ongoing advice and consultation to management and staff on industrial relations matters

Administering the Collective Agreement, the *Crown Employees Collective Bargaining Act*, and the *Public Service Act* and Regulations

Staff Development and Training

Co-ordinating and chairing a major training and development project involving the establishment of a new training curriculum for a division of 700 to 800 technical and professional staff

Conducting a comprehensive review of the ministry's Performance Appraisal System, including a survey of 160 employees and managers and a statistical analysis of results

Extensively revising the orientation program for new employees and establishing a schedule for regular operation in 1987/88

Developing, conducting and evaluating a 'pilot' Career Planning workshop in conjunction with the Employment Equity Program

Human Resources Planning

Developing a consolidated human resources planning function

Completing a human resources strategy for the Ministry of Labour to respond to the government's Strategies for Renewal initiative

Benefits

Providing employees with advice and interpretation regarding Voluntary Exit Opportunities (VEO) prior to its implementation on April 1, 1987

Continuing to participate in employee counselling, benefits administration,

district office workshops, and the annual pre-retirement program.

Management Information Systems Branch

Michael E. Roach*

Director

The objective of the Management Information Systems Branch is to enable the effective and efficient provision of information technology and systems in support of Ministry of Labour programs, government legislation and policy.

The branch provides the following services:

Information technology planning

Systems planning

Data and information resource management

Systems development and maintenance

Technology awareness and training.

The branch's 1986/87 activities included:

Preparation, on behalf of the ministry, of the Information Technology Strategic and Tactical Plan

Design, development and implementation of a comprehensive technology training program for all program areas of the ministry

Evaluation, selection and initial installation of computer hardware for the Office of Arbitration and Ontario Labour Relations Board

* Michael E. Roach was appointed director on July 7, 1986.

Evaluation, selection and installation of a minicomputer for development of information systems projects for the ministry

Evaluation, selection and installation of a province-wide facsimile system

Acquisition of increased hardware for the Occupational Health Laboratory computer system

Commencement of analysis and design phases of case management systems for the Office of Arbitration and Ontario Labour Relations Board

Evaluation and selection of integrated hardware and office automation software, for the Workers' Compensation Appeals Tribunal

Formation of an Information Technology Centre to assist ministry users in the use of information technology.

Administrative Operations Branch

R. R. Hogarth
Director

The head office staff of the Administrative Operations Branch provide records management, central purchasing, accommodation, telecommunication, reproduction, mail, stockroom, and transportation services to the ministry's program groups.

District office staff provide administrative support services to the ministry's programs that serve their client groups out of district and field office locations.

Activities in 1986/87 included:

Negotiating for and co-ordinating additional facilities or relocations to respond to the expanded operations of the ministry's branches, boards and commissions both at head office and field locations. These include the Employment Standards Branch, offices of the Worker Adviser and Employer Adviser and Ottawa and London district offices

Initiating and co-ordinating improved telephone systems for several locations, including the Employment Standards Branch, offices of the Worker Adviser and Employer Adviser and the Occupational Health and Radiation Protection Laboratories

Developing, obtaining approval for, and implementing a consolidated records management policy for all branches of the Occupational Health and Safety Division

Participating in the task force that developed consolidated operational forms for the Occupational Health and Safety Division

Procuring equipment, supplies and services on behalf of the ministry. The total amount was \$13 million. Purchases ranged from sophisticated technical equipment required by the Occupational Health and Safety Division to replenishing the ministry's central stockroom. The number of requisitions processed and purchase orders issued increased by 25 per cent over 1985/86.

Ongoing Activities of the Administrative Operations Branch, 1986/87

Records Management

Schedule Implementation

	Cubic feet
Inactive Records Transferred to the Records Centre	2,500
Destruction of Obsolete Records from Records Centre	900
Destruction of Obsolete Records from Ministry	1,260
Archival Records Transferred to Archivist of Ontario	295

Forms Management

Review of Forms	235
Analysis and Design of New Forms	135
Analysis and Design of Revised Forms	260
Reprinting of Forms with No Graphic Changes	930
Elimination of Obsolete Forms	40

Office Services

<i>Copy Centre</i>	Per month (average)
Average Number of Impressions	1,300,000

Stockroom

Shipments Received	290
Items Supplied to Program Areas	2,009

Purchasing

Requisitions Processed	5,530
Purchase Orders Issued	4,125
Tenders Processed	80

Internal Audit Branch

D. A. Anderson
Director

The Internal Audit Branch provides independent and systematic reviews of all operations of the ministry and its agencies (excluding the Workers' Compensation Board) in the areas of finance, management and information systems.

In 1986/87 the branch:

Redeveloped the Audit Committee mandate and role

Redeveloped the Audit Branch mandate and role

Developed corporate policy related to audit, in the areas of fraud, responses to audits and audit of systems development projects

Completed a comprehensive detailed audit of the Library and Information Services Office

Acquired data processing equipment, which will immediately assist in management of the audit program, and will ultimately enable the branch to conduct computer-assisted and EDP audits

Completed management audits of the Administrative Operations Branch and Research and Analysis Office.

Communications Branch

Robert I. Cohen
Director

The Communications Branch helps create and sustain awareness and understanding of the ministry's policies and programs. The branch provides professional advice to the minister, deputy minister and senior officials and support through two principal areas of activity – news and information and communications planning and services.

In 1986/87 the branch:

Researched and produced 30 statements and 63 speeches

Issued 36 news releases and handled approximately 2,000 news media inquiries

Answered or referred approximately 3,500 public telephone inquiries and distributed requests for publications

In consultation with relevant program areas, edited and produced 45 new brochures and other publications; revised a further 27 and reprinted 52 others

Planned and co-ordinated corporate and program advertising

Provided communications support for the Task Force on Hours of Work and Overtime

Administered and placed journalism students in the 'Experience 1986 – Students Working in Media' program (Students placed with media sponsors for 13 weeks of on-the-job training.)

Assessed branch automation requirements and implemented new technology.

Ministry Library and Information Services

Sandra A. Walsh
Manager

The Ministry Library and Information Services, one of the major collections in its subject area in Canada, provides a centralized, responsive and proactive service to support the programs and initiatives of the ministry and those of its agencies, commissions and committees in print, microform and electronic format.

Activities in 1986/87 included:

Designing and setting up an automation area for all computer applications and to provide a demonstration and staff meeting area

Enhancing automated facilities already in place by ongoing maintenance of the five internal files on the BASIS system, including the MOLINDEX serials database, the Ontario Human Rights Commission and Employment Standards Decision databases, and the introduction of two new online information retrieval systems for a total of 14

Assessing integrated library automation systems to provide for a more comprehensive and cost – effective way to interface all library functions

Continuing the Selective Dissemination of Information service to provide material on a proactive basis

Completing the automated cataloguing of the collections of the satellite libraries

Participating on the Freedom of Information Committee and preparation for the designated reading room

Participating on the French Language Services Committee and formulation of plans for acquisition of publications, language training and appropriate signage.

Statistics

	1986/87	1985/86
Publications Ordered	1,508	1,589
Publications Catalogued	4,000	1,709
Circulation	6,196	7,687
Interlibrary Loans		
Loaned	2,498	2,584
Borrowed	698	908
Reference		
Ministry	1,375	1,960
Non-Ministry	4,146	3,594
Online Literature Searches	1,002	930
Articles Indexed	7,686	7,639
Bulletins Mailed	37,454	37,625
Articles Requested		
Ministry	8,427	8,864
Non-Ministry	7,699	6,186
Records on BASIS Databases		
MOLINDEX		
(Serials)	65,550	59,000
MOLICAT		
(Library Catalogue)	22,348	21,000
OLRB Decisions	7,741	7,446
ESA Decisions	2,014	1,428
OHRC Decisions	396	376

Organizations Reporting Directly to the Deputy Minister

Science Policy Adviser

Ann E. Robinson, Ph.D., C.Chem., F.C.I.C. *

The Science Policy Adviser:

Provides advice to the deputy minister on existing and emerging issues in occupational and environmental health and safety

Maintains contact with other jurisdictions on current issues

Is identifying research initiatives and needs of institutions and researchers and will develop occupational health and safety research policy for the ministry.

** Ann E. Robinson was appointed science policy adviser on January 26, 1987.*

Ontario Quality of Working Life Centre

**Dr. Hans Van Beinum
Executive Director**

The Quality of Working Life Centre continues to fulfil its mandate to initiate, diffuse and support QWL activities in joint union-management settings in Ontario by means of three program areas: consultation, education and information services.

In 1986/87, the centre:

Began to develop an orientation to give more attention to questions regarding new technology and health and safety

Helped redesign of a major human service facility jointly with union and management -- a redesign that, also includes a review of the concept of care

Consulted, either periodically or in an ongoing capacity, for a variety of organizations, including an electronics firm, a resource company, a bakery, a government department, a canning company and a scrap-metal firm

Held three one-day introductory seminars, as well as one longer, more advanced seminar

Collaborated in the design and planning of the program for the third International Symposium on Productivity

Made presentations to over 30 groups and organizations

Continued to co-ordinate the Internal Facilitators Network

Delivered three thematic seminars and various tailor-made seminars

Distributed approximately 2,500 articles and publications to individuals and organizations

Published the centre's news journal, 'Focus.'

Employment Equity Program For Women

Sheila Dann

Program Manager

The program manager is a full-time position reporting to the deputy minister. The mandate of the program is to ensure equal employment opportunity in the ministry. The manager liaises with the Human Resources Branch and the Ontario Women's Directorate.

The program manager provides a resource to branch directors in implementing employment equity initiatives and chairs a committee of branch representatives who relay employment equity information to ministry employees.

As a member of the Employment Equity Council, the program manager helps to guide the corporate Employment Equity Program.

1986/87 Activities

At the start of the year, the program planned a number of hire/promotion targets and developmental assignments for women of the ministry.

Hire/promotion targets are:

Those currently underrepresented occupational groups in which less than 30 per cent are women

Those applicant pools in which there are enough qualified women to compete for the positions.

The ministry's target determination is based on the projected vacancies and the potential number of male and female applicants.

In 1986/87, the program activities included:

Setting and meeting 23 targets in the following occupational groups: professional module, administrative module, technical module, maintenance services category, administrative services category, technical services category and scientific and professional services category

Increasing representation in all modules and categories this year over previous years

Providing 46 women with developmental assignments. The three-to-six month assignments were designed to qualify participants to compete for higher level or traditionally male occupations

Working closely with the branch directors to enable them to meet their branch employment equity commitments

Making presentations to the branch managers and to regional offices on the development of the program

Conducting personal career-counselling interviews

Maintaining an inventory of all female employees for the purpose of effectively monitoring hirings and promotions

Presenting three two-day workshops entitled 'Power and Self-Image' to all interested women in the ministry, including the Thunder Bay regional office as part of an interministerial initiative

Presenting a series of short seminars and workshops (e.g. 'Sexual Harrassment in the Workplace') to some regional offices

Organizing 'Lunch and Learn'
noon-hour presentations

Representing the Ministry of Labour
on the Employment Equity Council's
Regional Delivery and Interministerial
Task Forces

Providing opportunities for senior
women to attend workshops
co-ordinated by the Employment
Equity Program managers

Publishing the Employment Equity
quarterly newsletter, 'Directions'

Implementing a three-phase pilot
project to introduce women into the
underrepresented category of
occupational health and safety
inspector-2 in the Construction
Health and Safety Branch. This year,
first-year female college students
were hired under the Summer
Experience Program and three
students returned for their second
summer's experience. After the
second summer's experience, and
upon completion of her college
certificate, one of the students was
hired on a one-year contract with the
ministry

Seconding two female support staff
members in regional offices of the
Construction Health and Safety
Branch to the inspectorate

Organizing 'Personal Best,' the first
conference for women from the
regional offices in Toronto in April
1986. One representative from each
regional office attended the three-
day session.

In early 1987 the corporate 'Affirmative
Action' program name was officially
changed to the 'Employment Equity
Program for Women.' The ministry is
currently looking into expanding the
program to include visible minority
groups, francophones, the handicapped
and native peoples.

Legal Services Branch

Julia Bass
Director

The Legal Services Branch provides legal
advice to the Ministry of Labour; drafts
legislation, regulations and contracts; acts
in consultation with the ministry's
branches on investigations into alleged
breaches of the acts and regulations; and
conducts prosecutions, where necessary to
enforce employment standards and to
protect the employee from an unhealthy
or unsafe workplace.

During 1986/87, the branch:

Appeared as counsel for the ministry
in 131 applications for review of
Orders to Pay and section 51
hearings under the *Employment
Standards Act*. A total of 98 hearings
were completed in the fiscal year

Assisted in the extensive drafting of
13 regulations under the major acts
of the ministry and numerous pieces
of legislation for the ministry

Received a total of 698 files under
the *Occupational Health and Safety
Act*; this is a 59 per cent increase
over 1985/86. A total of 204
prosecutions were completed during
the fiscal year

Took over responsibility for
representing inspectors on appeals of
inspectors' orders. This is a major
new role for the branch

Approximately doubled in size due to
a major increase in work load in the
number of prosecution files and
several other areas of the branch's
work

Installed IBM PCs for virtually all
support staff

Boards and Commissions

Ontario Labour Relations Board

Judge R. S. Abella
Chair

D. K. Aynsley
Registrar and Chief
Administrative Officer

The Ontario Labour Relations Board is a quasi-judicial independent tribunal responsible for the administration of the *Labour Relations Act*. Under this Act, the board:

Certifies trade unions as collective bargaining agents for employees

Appoints officers to mediate complaints of contraventions of the Act, conducts hearings into complaints that are not settled and grants remedial orders where it finds that the Act has been contravened

Issues directions and declarations where unlawful strikes and lock-outs have occurred

Settles jurisdictional disputes arising from assignment of work

Accredits employers' organizations and employer bargaining agencies in the construction industry

Certifies employee bargaining agencies in the construction industry

Conducts arbitration hearings arising from grievances under construction industry collective agreements

Terminates bargaining rights

Directs the settlement of a first collective agreement by arbitration

Arbitrates the settlement of a first collective agreement

Provides opinions to the minister relating to his authority to appoint conciliation officers or arbitrators.

In 1986/87 the board:

Received 3,577 new cases, an increase of 11 per cent over 1985/86, including:

- 1,034 applications for certification;
- 862 complaints of contravention of the Act;
- 865 referrals of grievances under construction industry collective agreements.

Disposed of 3,684 cases, an increase of 17 per cent over 1985/86

Conducted 262 representation votes, an increase of 17 per cent over 1985/86

Held 1,476 hearings, an increase of 13 per cent over 1985/86

Assigned 2,186 cases to labour relations officers, who obtained settlements in 89 per cent of the assignments, an increase of ten per cent over 1985/86

Reduced by 54 per cent the number of cases awaiting decision over six months

Reduced by 11 per cent over 1985/86 the number of cases pending at year end

Introduced procedures to administer new sections of the Act dealing with the settlement of a first collective agreement by arbitration

Introduced a new scheduling procedure for many types of applications

Increased the number of pre-hearing conferences chaired by adjudicators to further encourage settlement of disputes by the parties

Began introducing an automated office and information system, including computerized case management.

Details of the activities of the board and its staff will be found in the board's 1986/87 annual report.

Advisory Council on Occupational Health and Occupational Safety

Dr. D.R. McCalla
Chairman

Dr. C.J. Tuohy
Vice-chairman

The Advisory Council on Occupational Health and Occupational Safety advises the Minister of Labour on matters relating to occupational health and safety that may be brought to its attention or referred to it. Members of the council are representative of management, labour and technical or professional persons and the public who are concerned with and have knowledge of occupational health and safety.

During the 1986/87 fiscal year, council submitted four advisory memoranda to the minister on:

The establishment and functioning of joint health and safety committees

Consultation

Council's reviews of the process used by the ministry to develop the proposed designated substance

regulations for lead on construction projects and ethylene oxide

The advisory memoranda, the minister's responses and correspondence relating to previous advisory memoranda and other matters are included in council's Ninth Annual Report.

Ontario Human Rights Commission

Borden C. Purcell
Chairman

George A. Brown
Executive Director

The Ontario Human Rights Commission forwards the policy that the dignity and worth of every person be recognized, through the investigation of complaints of discrimination, policy development, public education and recommendation of special programs. The Race Relations Division conducts programs designed to alleviate racial, ethnic or religious tensions and conflicts.

In 1986/87, the commission:

Registered 1,727 complaints, an increase of 27 per cent over 1985/86

Resolved 1,647 complaints, an increase of 46 per cent over 1985/86

Requested the minister to appoint 70 boards of inquiry, a 71 per cent increase over the previous fiscal year

Reviewed 21 requests regarding special programs (affirmative action)

Handled 50,579 public inquiries and referred 16,427 individuals to the appropriate agency

Reviewed 729 employment application forms and job advertisements to ensure that they complied with the Code

Conducted 1,033 public educational undertakings.

The Race Relations Division conducted:

122 community mediations

172 community relations projects

1,319 consultations.

Details of the achievements, role and programs of the Ontario Human Rights Commission will be found in the commission's 1986/87 annual report.

Workers' Compensation Board

Robert G. Elgie, M.D., Q.C.

Chairman

The Worker's Compensation Board of Ontario, which operates out of 14 offices province-wide, including a Toronto head office, provides three fundamental services for Ontario's workers and employers. First, it adjudicates claims for work-related injuries and occupational diseases, and it compensates workers for time lost from work and for permanent disability. Second, it furnishes workers with comprehensive health care and vocational rehabilitation services to assist their recovery and return to gainful employment. Third, it pays for these services through the collection of funds from the province's employers.

In 1986, the board:

Introduced a new approach to integrate and upgrade its services to its clients

Established a new structure of three integrated service groups — Client Services, Policy and Specialized Services, and Corporate Services — to transform the board into a more efficient, accessible and fiscally

responsible service agency for the years ahead

Opened regional offices in Hamilton and Thunder Bay in 1986 to upgrade the board's services in those regions

Announced the opening of a third regional office scheduled for start up in Ottawa in May 1987, and a fourth office in Windsor in early 1988.

The year 1986 saw new claims across the province total 442,080. Of total claims:

46.0 per cent (203,241) were accepted as lost-time claims, involving time off work and compensation payments

47.6 per cent (210,375) were accepted as no-lost-time claims — for accidents that necessitated health care treatment, but no time off work beyond the day of the accident

5.8 per cent (25,742) were not accepted as claims of either category

0.6 per cent (2,722) were either pending or withdrawn.

During the year, the board:

Awarded total benefits (exclusive of provision for increase) amounting to \$1,246,269,000

Collected \$1,597,038,000 in assessment income from Ontario's 187,000 employers.

Board rehabilitation staff throughout Ontario were instrumental in:

Rehabilitating 5,945 injured workers in 1986

Returning 5,151 injured workers to work

Assisting 794 injured workers to achieve financial self-sufficiency.

Further details of these developments and the other board activities may be found in the board's 1986 annual report, which covers the fiscal year ending December 31, 1986.

Workers' Compensation Appeals Tribunal

S. Ronald Ellis
Chairman

The Worker's Compensation Appeals Tribunal is the final level of appeal to which workers and employers may bring Workers' Compensation Board (WCB) matters regarding entitlement to benefits, health care and vocational rehabilitation. It also decides appeals from WCB decisions on assessments, penalties and transfers of costs as well as disputes over employer access to workers' files and workers' objections to undergoing medical examinations requested by employers. In addition, the tribunal decides if a person has the right to sue in court instead of making a compensation claim.

In 1986/87, the tribunal:

Moved into permanent premises at 505 University Avenue

Reorganized its management structure to enhance tripartite participation in the management of the tribunal by neutral vice-chairs and representatives of workers and employers

Trained 33 new full or part-time panel members in hearings procedure and substantive legal and medical issues, and continued the education of existing members and staff

Compiled case descriptions and otherwise assisted in the preparation of cases for hearings

Held 1,134 hearings — 882 in Toronto and 252 in six regional centres around the province

Released 712 decisions, of which 265 were identified as significant, and disposed of another 430 cases without a hearing

Broke new ground on such issues as chronic pain, disablement and the definition of 'accident'

Developed criteria for leave to appeal WCB Appeal Board decisions to the tribunal

Defined guidelines for employer access to worker's files and medical records, and for medical examinations of workers

Completed hearings in the Pensions Leading Case, including 24 days of evidence and three days of submissions from three parties, eight intervenors and the WCB

Distributed selected significant decisions to 694 subscribers

Published and distributed a Keyword Index and other research aids for finding cases on particular topics

Published a newsletter five times to update information about tribunal members, staff, administration, procedures and decisions

Published two editions of the 'Compensation Appeals Forum,' containing readers' comments and criticism on the tribunal's decisions

Established a library collection of books, journals and files available to staff, panel members and parties.

Industrial Disease Standards Panel

Dr. James M. Ham
Chairman

The Industrial Disease Standards Panel is a Schedule I Agency advising the Workers' Compensation Board of Ontario on its investigations and findings of probable connection between disease and the workplace in the province, and on criteria and eligibility rules for the adjudication of claims for compensation respecting those industrial diseases.

In 1986/87, the Panel:

Reported findings concerning lung cancer among Ontario gold miners

Initiated an investigation into the relationship between occupational exposure to PCBs and the various cancers

Initiated a review of the board's guidelines on lung cancer and Ontario uranium mining

Initiated a study of a methodological issue referred to as the 'healthy worker effect'

Initiated a study on principles and procedures concerning the evaluation of claims for occupational diseases

Initiated a study to develop the panel's agenda.

Details of the panel's activities during this formative year may be found in its 1986/87 annual report to the minister.

Public Service Appeal Boards

T. A. Inniss
Secretary

The four statutory tribunals comprising the Public Service Appeal Boards function as independent quasi-judicial tribunals which oversee the labour relations of Ontario Crown Employees.

Ontario Public Service Labour Relations Tribunal

P.C. Picher
Chairperson

T.A. Inniss
Registrar

The Ontario Public Service Labour Relations Tribunal administers the *Crown Employees Collective Bargaining Act*; it is empowered by the Act to appoint mediators and arbitrators and to adjudicate matters referred to it by government employers, employee organizations or employees on such matters as:

- representation rights
- unfair labour practices
- employee inclusion/exclusion from bargaining units

In 1986/87, the tribunal:

- established procedures for dealing more expeditiously with cases
- reduced the backlog of grievances
- increased the use of labour relations officers to effect settlement of cases or reduce the issues in dispute.

Crown Employees Grievance Settlement Board

O.B. Shime
Chairperson

T.A. Inniss
Registrar

The Crown Employees Grievance Settlement Board is an independent agency responsible for the resolution of collective agreement disputes between the employer, trade unions and employees. It reports to the legislature through the Minister of Labour.

In 1986/87, the board:

- established procedures for dealing more expeditiously with cases
- increased its capacity to hold cases in different locations
- reduced the backlog of grievances
- appointed 10 additional vice-chairmen.

Ontario Public Service Labour Relations Tribunal
Applications in Fiscal Year 1986/87

Filed Before March 31/86 and Pending	Filed in Year	Appointments	Disposition
68	46	Investigator	Pending Before Investigator 6
		34	
		Mediator	
		6	
		Arbitrator	Pending Before Arbitrator 2
		2	
			Decision Issued/ Arbitrator 1
			Decision Issued/ Tribunal 42
			Pending Before Tribunal 55*
			Awaiting Initial Hearing 5
			Pending Before Tribunal in Hearing Stage 28
			Pending Decision 3
			Pending Stated Case to Divisional Court 5

* 22 decisions have been issued in fiscal 1987/88

Crown Employees Grievance Settlement Board
Grievances in Fiscal Year 1986/87

Filed Before March 31/86 and Pending	Filed in Year					Cases Resolved		Cases Pending as of March 31/87
	Dismissal	Classification	Policy	Other	Total	Settle- ment/ Withdrawn	Adjudi- cation	
2224	106	1404	40	1223	2773	979	197	3821

Public Service Grievance Board

G. Gordon Simmons
Chairperson

G.G. Brent
Chairperson*

T.A. Inniss
Secretary

The Public Service Grievance Board operates pursuant to the *Public Service Act* and is responsible for the adjudication of grievances concerning non-bargaining unit employees involving such matters as dismissal, working conditions and terms of employment.

In 1986/87, the board:

reduced the backlog of grievances.

Classification Rating Committees

G. Gordon Simmons
Chairperson*

T.A. Inniss
Secretary

Classification Rating Committees are designated by the Chairman of the Civil Service Commission. Pursuant to Regulation 881 under the *Public Service Act*, committees are appointed to adjudicate classification grievances concerning non-bargaining unit employees.

Public Service Grievance Board Grievances in Fiscal Year 1986/87

Filed Before March 31/86 and Pending	Filed in Year	Settled or Withdrawn	Decisions Issued	Cases Pending as of March 31/87
15	15	9	5	16

Classification Rating Committees Grievances in Fiscal Year 1986/87

Filed Before March 31/86 and Pending	Filed in Year	Settled or Withdrawn	Decisions Issued	Cases Pending as of March 31/87
5	11	2	4	10

* G.G. Brent was appointed Chairperson effective March 1, 1987

* Vacant as of September 1, 1986